



# 2019 HANDBOOK





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**Note:** shaded text in copy denotes an amendment

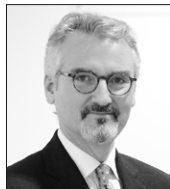






## British Cycling Directory

### British Cycling Board of Directors



Frank Slevin  
Chairman



George Gilbert  
Vice Chairman



Marian Lauder MBE  
Senior Independent  
Director



Julie Harrington  
Chief Executive



Alex Russell



Nick Smith



Wendy Cull



Nick Lumb



Peter King CBE



Richard Lodge



Kathy Gilchrist

### President



Bob Howden OBE



Rod Findlay  
Company Secretary

### Board Enquiries

telephone:

email:

website:

postal address:

0161 274 2016  
board@britishcycling.org.uk  
britishcycling.org.uk/board  
British Cycling, Stuart Street,  
Manchester M11 4DQ



## British Cycling Leadership



Julie Harrington  
Chief Executive



Jamie Obank  
Chief Operating Officer



Jonathan Rigby  
Commercial Director



Martin Merryweather  
Strategy Director



Rod Findlay  
Integrity and  
Compliance Director



Danielle Every  
Cycling Delivery  
Director



Stephen Park  
Performance Director



## BRITISH CYCLING DIRECTORY



The British Cycling Federation, trading as “British Cycling”, is the governing Body of Cycle Sport in Great Britain as recognised by the Union Cyclists Internationale (UCI) and the Sports Councils.

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### General Enquiries

0161 274 2000

postal address:

website:

[info@britishcycling.org.uk](mailto:info@britishcycling.org.uk)

British Cycling, Stuart Street, Manchester M11 4DQ

[britishcycling.org.uk](http://britishcycling.org.uk)

### Membership

For membership queries, please get in touch with our membership team or visit us online

**0161 274 2010**

[membership@britishcycling.org.uk](mailto:membership@britishcycling.org.uk)

[britishcycling.org.uk/membership](http://britishcycling.org.uk/membership)

### Cycle sport

For all information on cycling events, sportives and other cycle sport matters, plus advice and support for event organisers, contact us on:

**0161 274 2020**

[events@britishcycling.org.uk](mailto:events@britishcycling.org.uk)

Find event support from our regional event staff:

[britishcycling.org.uk/regionaleventofficers](http://britishcycling.org.uk/regionaleventofficers)

Register and build your event online:

[britishcycling.org.uk/eventmanagement](http://britishcycling.org.uk/eventmanagement)

Find a Race Official, Commissaire or Referee:

[britishcycling.org.uk/contacts-list](http://britishcycling.org.uk/contacts-list)

### Recreation

For all queries on recreational cycling, HSBC UK City Ride, Breeze and other British Cycling projects to get people riding a bike:

**0161 274 2030**

[lovecycling@britishcycling.org.uk](mailto:lovecycling@britishcycling.org.uk)

[letsride.co.uk](http://letsride.co.uk)

### Coaching, Education and Development:

For coaching courses, qualifications, mountain bike leadership, cycle training and our development programme Go-Ride, contact one of the following:

Coaching & Education (inc. courses):

**0161 274 2060**

[education@britishcycling.org.uk](mailto:education@britishcycling.org.uk)

[britishcycling.org.uk/education](http://britishcycling.org.uk/education)

Directory of Coaches:

[britishcycling.org.uk/coachingdirectory](http://britishcycling.org.uk/coachingdirectory)

Mountain Bike Leadership:

**0161 274 2063**

[mtbleadership@britishcycling.org.uk](mailto:mtbleadership@britishcycling.org.uk)

[britishcycling.org.uk/mtbleadership](http://britishcycling.org.uk/mtbleadership)

Cycle training:

**0161 274 2129**

[cycletraining@britishcycling.org.uk](mailto:cycletraining@britishcycling.org.uk)

[britishcycling.org.uk/cycletraining](http://britishcycling.org.uk/cycletraining)

Go-Ride & Club Development:

**0161 274 2070**

[go-ride@britishcycling.org.uk](mailto:go-ride@britishcycling.org.uk)

[britishcycling.org.uk/go-ride](http://britishcycling.org.uk/go-ride)

### Anti Doping & Safeguarding

For information on British Cycling's Anti-Doping policies and all Safeguarding Children/Child Protection issues, including advice and disclosures, contact:

**0161 274 2082**

[compliance@britishcycling.org.uk](mailto:compliance@britishcycling.org.uk)

Out of hours: **0161 274 2002**



**Central**

**Regional Chairperson**

Patrick Kavanagh

**Regional Secretary**

To be appointed

**Regional Treasurer**

John Jones

**Regional Competition Administrator**

Ian Chatfield

**Regional Vice Chair**

Kelvin Hoy

**Regional President**

Stuart Benstead

**Regional Board Members**

Rowland Summerlin	Fiona Hawkins
Steve Avery	Desmond Gaylor
Maurice Joyce	Robert Spencer
Colin Mann	Asti Kanaris
David George	Trevor Smith

**National Councillors**

John Jones	Rowland Summerlin
Desmond Gaylor	Patrick Kavanagh
Kelvin Hoy	

**East Midlands**

**Regional Chairperson**

Clive Gill

**Regional Secretary**

To be appointed

**Regional Treasurer**

Simon Cocker

**Regional Vice Chair**

Alan Summers

**Regional Board Members**

Dennis Owen	Kenneth Phillips
Emma Pilgrim	

**National Councillors**

Clive Gill	Alan Summers
Steven Parsons	Emma Pilgrim



# BRITISH CYCLING DIRECTORY



## North East

### Regional Chairperson

Stephen Tunmore

### Regional Secretary

Samantha Waugh

### Regional Treasurer

Lorna Gilroy

### Regional Competition Administrator

Philip Jack

### Regional Board Members

David Morton	Ian Jones
Iain Turnbull	John Reed
David McLean	Kevin Brennan
Phil Metcalfe	Chris Gray
Steve Walton	John Byrne
Richard Lloyd	

### National Councillors

Peter Harrison	Steve Tunmore
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## Eastern

### Regional Chairperson

Julie Watts

### Regional Secretary

Trevor Mills

### Regional Treasurer

Justine Knight

### Regional Board Members

Phillip Townsend	Brian Corneloues
Gino Howe	Ian Poole
Paul Coulson	Steve Manser
Phil Clark	Tony Clark

### National Councillors

Brian Corneloues	Willi Tarran
Trevor Mills	Gino Howe
Phillip Townsend	Julie Watts

## North West

### Regional Chairperson

Alan Gornall

### Regional Secretary

Carole Leigh

### Regional Treasurer

Ian Roberts

### Regional Competition Administrator

David Cockram

### Regional Board Members

Carole Leigh	Alan Roper
Peter Deary	Carl Lawrenson
Alan Gornall	Leonard Woffindin
Ian Roberts	Heather Bamforth
Fred Bamforth	David Cockram
Tom Leivers	David Greatorex

### National Councillors

Alan Roper	Alan Gornall
Fred Bamforth	Ian Roberts
Heather Bamforth	Anthony Barry





## South

### Regional Chairperson

Andy Cook

### Regional Secretary

Mark Williams

### Regional Treasurer

Norman Webb

### Regional Competition Administrator

Grant Bayton

### Regional Vice Chair

Tony Toynon

### Regional Board Members

John Twitchen

Felix Young

Harry Jackson

Linda Cantelo

Mark Adams

Peter Georgi

Michael Webber

Pete Deamer

Ric Jamieson

### National Councillors

Mark Williams

Felix Young

Andy Cook

Pete Deamer

Norman Webb

## South East

### Regional Chairperson

Tabitha Rendall

### Regional Secretary

To be appointed

### Regional Treasurer

Paul Tunnell

### Regional Competition Administrator

Eric Lejeune

### Regional Vice Chair

Phillip Jemmison

### Regional President

Peter Ansell

### Regional Board Members

Tom Morton

Maryka Sennema

Peter Ansell

Mike Morgan

Jon Goodge

Terry Blake

Paul Tunnell

Brian McCracken

Phillip Jemmison

Scott Taylor

Jason Ginn

Jon Lewis

Tabitha Rendall

### National Councillors

Brian McCracken

Phillip Jemmison

Scott Taylor

Tabitha Rendall

Maryka Sennema

Peter Ansell

Mike Morgan

Paul Tunnell

## South West

### Regional Chairperson

Will Newton

### Regional Secretary

Brandon Ellis

### Regional Treasurer

William Hornby

### Regional Competition Administrator

Graham Morgan

### Regional Board Members

Nicholas Lumb

Paula Hallett

Brandon Ellis

Brian Johnston

Rob Lister

Graham Morgan

William Hornby

Peter Johnston

Ken Robertson

### National Councillors

Nicholas Lumb

Brandon Ellis

Will Newton



## West Midlands

### Regional Chairperson

David Garrett

### Regional Secretary

Andrew Robson

### Regional Treasurer

Neil Lawford

### Regional Competition Administrator

Keith Evans

### Regional Vice Chair

David Feiven

### Regional Board Members

Gordon Siers	Michael Adams
David Feiven	Simon Hill
Mark Larigo	Keith Weavin
Alan Butt	Alastair Howie
Paul Berry	Peter Varian
Daniel Harris	Daryl Plant

### National Councillors

David Feiven	Gordon Siers
Mark Larigo	David Garrett

## Yorkshire

### Regional Chairperson

Robert Howden

### Regional Secretary

Keith Scott

### Regional Treasurer

John Wray

### Regional Competition Administrator

Tim Leleux

### Regional Board Members

John Wray	Keith Scott
Rob Drohan	Mandy Parker
Ian Hirst	Charles Trevor Tennick
Marc Etches	Martin Gamble
Robert Howden	Joanne Wood
Peter Root	Philip Makinson
Christopher Habershon	Kevin Brown
Chris Lawrence	

### National Councillors

Keith Scott	Marc Etches
Ian Hirst	Joanne Wood
Christopher Habershon	



## Home Nations

### Scottish Cycling

Based at the Sir Chris Hoy Velodrome in Glasgow, Scottish Cycling is the recognised national governing body for cycling in Scotland.

Scottish cycling work across all six disciplines: BMX, Mountain Bike, Cyclo-Cross, Road, Track and Cycle Speedway in 183 clubs and associations throughout Scotland, with over 650 events across the disciplines providing lots of opportunities to participate.

#### Chief Executive Officer

Craig Burn

#### President

Tom Bishop

#### Chairperson

Kathy Gilchrist

#### Regional Competition Administrator

Sarah Macintyre Morven Brown

#### Company Secretary

Stephen Hilbourne

#### Board Members

Andrea Lockhart  
Malcolm Paterson  
Martin Cooke  
Joyce McKellar  
Alasdair MacLennan

Mike Mason  
Kate Cullen  
Gareth Edwards  
Craig Burn

#### National Councillors

Stephen Hilbourne  
Tom Bishop  
Craig Burn

Kathy Gilchrist  
Malcolm Paterson

### Welsh Cycling

Welsh Cycling is the national governing body for cycling in Wales. Based in Newport at the Wales National Velodrome, Welsh Cycling is responsible for all aspects of the sport within Wales, across the disciplines of BMX, Cycle Speedway, Cyclo-Cross, Mountain Bike, Road and Track.

Alongside a network of over 150 cycling clubs, Welsh Cycling provides opportunities for those starting out in cycling through to supporting the Wales Cycling Team at the Commonwealth Games. There is an active competition calendar across disciplines, with support for coaches, officials and volunteers in the cycling community in Wales.

#### Chief Executive Officer

Anne Adams-King

#### Chairperson

Nicholas Smith

#### Regional Competition Administrator

Christopher Landon

#### Finance and Office Manager

Beverley Kibble

#### Events Officer

Lyn Ryland

#### Events Administrator

Rhys James

#### Board Members

Christopher Landon  
Nicholas Smith  
Iwan Doull  
Gerald Stacey  
Graham Barker

Elizabeth Slater  
Eryl Jones  
Simon Tee  
Anne Adams-King

#### National Councillors

Christopher Landon  
Graham Barker

Anne Adams-King



# MEMORANDUM & ARTICLES OF ASSOCIATION



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# MEMORANDUM & ARTICLES OF ASSOCIATION



## Memorandum of Association

1. The name of the Company is The British Cycling Federation ("the BCF").
2. The BCF's registered office is the National Cycling Centre, Stuart Street, Manchester M11 4DQ.
3. The BCF's objects are:
  - (a) to encourage, promote, develop and control the sport and pastime of cycling in all its forms amongst all sections of the community in Great Britain, the Isle of Man and the Channel Islands;
  - (b) to support and protect the interests of their members, by all such lawful means as the Board and National Council of the BCF may from time to time think fit;
  - (c) to represent in the Congress of the Union Cycliste Internationale the BCF and cycling associations of such members of Commonwealth Associations as are not directly affiliated to that organisation and
  - (d) to issue licences for the purposes of international cycle racing to BCF Members and the individual members of Commonwealth Associations.

### In furtherance of the BCF's objects the BCF shall have power:

- 1) to acquire by any means any property or rights whatsoever;
  - 2) to maintain, manage, improve, develop, turn to account, grant rights and privileges in respect of and otherwise deal with all or any part of the property and rights of the BCF;
  - 3) to dispose of by any means the whole or any part of any undertaking, property and rights of the BCF;
  - 4) to lend money or give credit to such persons and on such terms as may seem expedient and otherwise to invest and deal with the moneys of the BCF;
  - 5) to borrow money and to secure by mortgage, charge or lien upon the whole or any part of the BCF's undertaking and property (whether present or future) the discharge of any obligation of the BCF or any other person;
  - 6) to give such indemnities as may seem expedient and to guarantee the performance of any obligation of any person;
  - 7) to draw, make, accept, endorse, discount, execute and issue promissory notes, bills of exchange, bills of lading, warrants, debentures and other negotiable or transferable instruments;
  - 8) to establish and subsidise or support any other association, and to subscribe or guarantee money or make payments for any charitable, benevolent, public, general or useful object;
  - 9) to pay out of the funds of the BCF all expenses which it may lawfully pay with respect to its formation and registration;
  - 10) to acquire and undertake the whole or any part of the assets and liabilities of any other body or person, and to amalgamate with any other body.
  - 11) to do all things as are necessary to the attainment of the above objects or any of them.
4. The liability of the members is limited.
  5. Every member of the BCF undertakes to contribute such amount as may be required (not exceeding £1.00) to the BCF's assets if it should be wound-up while they are a member or within one year after they cease to be a member, for payment of the BCF's debts and liabilities contracted before they cease to be a member, and of the costs, charges and expenses of winding-up, and for the adjustment of the rights of the contributories among themselves.
  6. The profits or other income of the BCF shall be applied in promoting its objects, and no dividends shall be paid to its members.
  7. On a winding-up of the BCF all its assets which would otherwise be available to its members generally shall be transferred either to another body with objects similar to its own or to another body the objects of which are the promotion of charity and anything incidental or conducive thereto (whether or not the body is a member of the BCF).

### Signed on behalf of the British Cycling Federation

Brian Cookson – President

Jim Hendry – General Secretary

9th March 2000





# MEMORANDUM & ARTICLES OF ASSOCIATION

## ARTICLES OF ASSOCIATION

### INTERPRETATION

1. The following terms shall, for the purposes of these Articles, bear the meaning set opposite them.

"the Act"	The Companies Act 2006 and as further modified by any statutory modification or re-enactment for the time being in force.
"the BCF"	The British Cycling Federation.
"Board"	The Board of the BCF established in accordance with Articles 29 to 33, the members of which are the Directors of the BCF for the purposes of the Act.
"the Chair"	A Non-Executive Director and Chair of the Board appointed in accordance with Articles 30, 40 and 44(a).
"the Chief Executive"	The Chief Executive of the BCF appointed by the Board.
"the Company Secretary"	The Company Secretary of the BCF appointed in accordance with Article 56.
"Elected Director"	A Non-Executive Director elected in accordance with Articles 30, 35 to 37, 45, 47 and 48.
"General Meeting"	An Annual or Extraordinary General Meeting of the BCF.
"Independent Appointed Director"	A Non-Executive Director appointed in accordance with Articles 30, 40, 44, 47 and 48.
"In writing"	Written or printed or partly one and partly another and other modes of representing or reproducing words in visible form (including e-mail).
"Members"	The individual Members of the BCF.
"Member Organisation"	A cycling club affiliated to the BCF.
"National Council"	A General Meeting of the BCF.
"National Councillor"	A member of National Council as defined in the Rules and these presents.
"Nominated Director"	A Non-executive Director appointed to the Board in accordance with Articles 30, 38, 39 and 46 to 48.
"Nomination and Remuneration Committee"	A committee of the Board formed for the recruitment and appointment of Independent Directors and the recruitment and remuneration of the Chief Executive.
"the Office"	The registered office of the BCF.
"President"	The President of the BCF elected in accordance with Articles 35, 36 and 43 and whose role shall be as defined by the Board and endorsed by National Council.
"Proxy"	The written and signed authority given to a person to attend and vote on behalf of a National Councillor or the person to whom this authority is given.
"Regional Council"	The council of each Region as specified in Article 28(a).
"Regional Councillor"	An individual nominated by a Member Organisation in accordance with Article 6(b).
"the Regions"	Such groups of the membership geographically divided as set out in Article 28.
"Register of Members"	The BCF's register of members.
"Rules"	The rules, regulations, mechanisms, standing orders and bye laws of the BCF, as referred in Article 75.
"Senior Independent Non-Executive Director"	The Director elected to hold this office by the Independent Directors from among their number at the first meeting of the Board after each AGM.
"these presents"	These Articles of Association, the Memorandum of Association and the Rules of the BCF from time to time in force.
"Vice Chair"	The Director elected to hold this office by the Elected and Nominated Directors from among their number at the first meeting of the Board after each AGM.

- (a) Words importing the singular number only shall include the plural number, and vice versa. Words importing persons shall include corporations.



- (b) Subject as aforesaid, any words or expressions defined in the Act or any statutory modification thereof enforced at the date on which these Articles become binding on the BCF shall, if not consistent with the subject or context, bear the same meanings in these presents.
2. The number of members is unlimited.
3. The provisions of Section 113 of the Act shall be observed by the BCF and every member of the BCF shall either sign a written consent to become a member or sign the Register of Members on becoming a member.

## MEMBERSHIP

4. All Members of the unincorporated body known as the British Cycling Federation immediately prior to the adoption of these presents shall become Members of the BCF at the date of the adoption of these presents and the Board shall at its sole discretion admit other persons in accordance with the provisions hereinafter contained to be Members of the BCF, and their names shall be entered in the Register of Members accordingly. No person shall be admitted as a Member unless approved by the Board.
5.
  - (a) Members shall be admitted from time to time by the Board in accordance with the classes of membership decided by the Board. To qualify to vote through a Member Organisation or for an individual to represent them at the relevant Region as their Regional Councillor, a member must be a member of that Member Organisation. All members may vote as individuals in accordance with Article 26.
  - (b) Applications for membership shall be made to the Federation's headquarters on such terms as the Board shall require from time to time and in such a manner as the Board deem to be appropriate.
  - (c) Eligibility for Life Membership shall be in accordance with the Rules.
6.
  - (a) Any organisation wishing to become a Member Organisation shall submit a formal application to the Federation's headquarters whereupon the Board shall in its absolute discretion decide whether to accept or decline the application in accordance with the Rules.
  - (b) Each Member Organisation, in accordance with the Rules, may nominate a Member as their Regional Councillor and/or withdraw such nomination and substitute such Regional Councillor by notice in writing to the Regional Secretary signed by an officer of the Member Organisation.
  - (c) Each Regional Councillor shall sit on the Regional Council representing the area in which their Member Organisation is situated. The Regional Council shall administer the business of the BCF within its Region in accordance with the Rules and these presents.
  - (d) Each Regional Council shall be entitled to nominate, elect and remove from office one or more National Councillor(s) in accordance with the Rules and these presents.
  - (e) The procedures of the Member Organisations and Regions including the constitution of their committees, councils and voting procedures shall be as set out in the Rules.
  - (f) The Scottish Cyclists' Union and the Welsh Cycling Union shall each nominate, elect and remove from office one National Councillor and one further National Councillor for each two complete percentage points of the total British Cycling membership represented by British Cycling members residing in the respective home country as counted on the last day of August preceding the Annual General Meeting of the National Council.
  - (g) British Universities & Colleges Sport and the British Schools Cycling Association shall each nominate, elect and remove from office one National Councillor in accordance with the Rules and these presents.



# MEMORANDUM & ARTICLES OF ASSOCIATION



- (h) Representative National Councillors elected annually in accordance with Articles 6(d), 6(f) and 6(g) shall, with inclusive effect from 2017, be eligible for election as a Representative National Councillor for a period of nine years following the date first elected, following which at least four years must elapse before they can be elected as a Representative National Councillor again. Following any break of four years or more the term limitation period of nine years shall be re-set.
- (i) Past Presidents of the British Cycling Federation shall be National Councillors for the period of their lifetime.
- (j) Past Chairs of the British Cycling Federation, who have served a minimum of 6 years in that office, shall be National Councillors for the period of their lifetime.
- 7. Every Member of the BCF shall be held to have agreed to be bound by these presents and shall be bound further to the best of their ability by the Rules, objects and interests of the BCF.
- 8.
  - (a) Any Member may resign at any time by giving not less than seven days' notice in writing to the Federation's headquarters. Resignation from the BCF by a Member shall not affect any liability of such Member arising prior to the date of such resignation.
  - (b) A Member shall cease to be a Member of the BCF upon the expiration of 7 days after service on them by the Board of a notice requiring them to withdraw from the BCF pursuant to a resolution of the Board passed at a meeting specially convened and held and of which they shall have been given reasonable notice and at which they shall have been given reasonable opportunity of attending and being heard.
  - (c) A member shall cease to be a Member if they fail to pay their subscription within 30 days of the Due Date.
  - (d) Any Member or Member Organisation may be removed as a Member or Member Organisation by the National Councillors in a General Meeting by a two thirds majority.
- 9. The Board shall have power to make, vary and repeal the Rules concerning subscriptions for membership.

## GENERAL MEETINGS

- 10. The BCF shall hold a General Meeting in October, November or December of each calendar year as its Annual General Meeting at such time and place as may be determined by the Board and shall specify the meeting as such in the notices calling it.
- 11. All General Meetings, other than the Annual General Meetings, shall be called Extraordinary General Meetings.
- 12. The Company Secretary shall, on an order of the Board or a written request of not less than 20 per cent of the total number of National Councillors and representing any two of the England Regions, the Scottish Cyclists' Union or the Welsh Cycling Union, having at the date of deposit of the written request a right to vote at General Meetings, convene an Extraordinary General Meeting. Such an order or request, indicating the nature of the business to be transacted, shall be laid before the Chief Executive who shall authorise the holding of an Extraordinary General Meeting within 28 days of the receipt of such an order or request.

## NOTICE OF GENERAL MEETINGS

- 13. There shall be given not less than 21 days' notice of every Annual General Meeting and of every other General Meeting (exclusive in every case both of the day in which it is served or deemed to be served and of the day for which it is given) shall be given in the manner hereinafter described to National Councillors and the Auditors. The accidental omission to give notice of a meeting to, or the non-receipt of such notice by, any National Councillor shall not invalidate any resolution passed or proceedings held at any meeting.
- 14. Every notice calling a General Meeting shall specify the place and the day and the hour of the meeting. If other than routine business is to be transacted (namely special business), the notice shall specify the general nature of such business; and, if any resolution is to be proposed as an Extraordinary Resolution or as a Special Resolution, the notice shall contain a statement to that effect.



15. The Annual General Meeting shall be held for the following purposes:
  - (a) Considering the income and expenditure account and balance sheet and the reports of the Board and of the Auditors;
  - (b) Electing the President and Elected Directors in place of those retiring;
  - (c) Appointing Auditors and fixing their remuneration;
  - (d) Transacting such other business as may be brought before it.
16. All business transacted at an Extraordinary General Meeting and all that is transacted at an Annual General Meeting with the exception of consideration of the income and expenditure account and balance sheet, and the reports of the Board and of the Auditors and the fixing of their remuneration shall be deemed special business.

## PROCEEDINGS AT GENERAL MEETINGS

17. No business shall be transacted at any General Meeting unless a quorum is present when the meeting proceeds to business. Save as hereinafter otherwise provided 50% of National Councillors entitled to be present and to vote shall be a quorum.
18. If within half an hour from the time appointed for the holding of a General Meeting a quorum is not present the meeting, shall be adjourned and shall be reconvened for the same day in two weeks, at the same time and place, or at such other place as the Chair shall appoint and if at such adjourned meeting a quorum is not present within half an hour from the time appointed for holding the meeting, the Members present shall be a quorum.
19. The President, or in their absence the Chair of the Board, or in their absence the Chief Executive, or in their absence the Company Secretary shall preside as the Chair at every General Meeting, but if at any meeting none of the aforesaid shall be present within 15 minutes after the time appointed for holding the same and willing to preside, the National Councillors present shall choose some member of the Board, or if no such member be present or if all the members of the Board present decline, they shall choose a National Councillor who is present to preside.
20. The Chair of the General Meeting may, with the consent of any meeting at which a quorum is present (and shall, if so directed by the meeting), adjourn a meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than business which might have been transacted at the meeting from which the adjournment took place. Whenever a meeting is adjourned for 30 days or more, notice of the adjourned meeting shall be given in the same manner as of the original meeting.
21. At all General Meetings a resolution put to the vote of the meeting shall be decided on a show of voting cards by a majority of the persons present or represented by proxy and entitled to vote. Extraordinary and special resolutions shall require a 75% majority, changes to the Rules shall require a two-thirds majority and all other matters shall require a simple majority. Unless a poll be demanded on or before the declaration by at least two National Councillors present, a declaration by the Chair of the meeting that a resolution has been carried or not and in either case whether this was unanimous or by a particular majority, will be made and an entry to that effect in the Minute Book of the BCF shall be conclusive evidence thereof, without proof of the number or proportion of the votes recorded in favour of or against a resolution.
22. Subject to the provisions of Article 25, if a poll be demanded in the manner aforesaid, it shall be taken at such time and place, and in such manner, as the Chair of the meeting shall direct, and the result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.
23. No poll shall be demanded on the election of a Chair of a meeting, or on any question of adjournment.
24. In the case of an equality of votes, whether on a show of hands or on a poll, the Chair of the meeting shall with the exception of Article 36(b) be entitled to a casting vote.



## MEMORANDUM & ARTICLES OF ASSOCIATION

25. The demand of a poll shall not prevent the continuance of a General Meeting for the transaction of any business other than the question on which a poll has been demanded.

### VOTES OF MEMBERS

26. Members shall not be entitled to receive notice of or to vote at a General Meeting save in respect only of such business of the meeting as concerns the winding-up of the BCF.
27. Every National Councillor duly appointed in accordance with Articles 6(d) to 6(h) shall be entitled to be present and to speak and to have one vote at any General Meeting. Any Region shall be entitled to nominate an alternative person, being a Regional Councillor in the same Regional Council, to act on its behalf at any General Meeting from which its appointed National Councillor is absent, (and is not represented by a Proxy) such nomination to be deposited at the Company Secretary's office normally not less than 48 hours before the time appointed for the meeting or adjourned meeting but acceptable up to the start of the meeting at the Chair's discretion.

### ENGLISH REGIONS

- 28.
- (a) The English Regions of the BCF as determined by the Board and defined in the Rules from time to time;
  - (b) These Regions shall:-
    - (i) perform such powers and duties as set out in these presents and the Rules as may from time to time be delegated to them by the Board;
    - (ii) deal with matters of common interest to their members including all such matters as may be referred to them by the Board; and
    - (iii) nominate National Councillors in accordance with Article 6(d) to act on their behalf and vote at General Meetings.
  - (c) The composition of the Regional Council shall be as defined in the Rules.

### BOARD OF DIRECTORS

29. The number of members of the Board, unless otherwise determined by a General Meeting, shall not be less than 4 and shall be subject to a maximum of 12.
30. The members of the Board shall, with effect from the Annual General Meeting in November 2017, be:
- (a) The Chair of the Board who shall be an independent appointment as defined in Article 40.
  - (b) 4 Elected Directors nominated and elected in accordance with Articles 35 and 36;
  - (c) up to 3 Independent Appointed Directors appointed in accordance with Article 40;
  - (d) A Director nominated by the Scottish Cyclists' Union.
  - (e) A Director nominated by the Welsh Cycling Union;
  - (f) A Director nominated by the England Regions; and
  - (g) The Chief Executive (ex-officio) appointed by the Board and who shall be a Director within the meaning of the Act.
31. Board Directors shall be members of National Council with the right to speak but not to vote at a General Meeting.
32. The composition of the Board shall be in accordance with Article 30 and shall be varied only when as a temporary consequence of a member vacating office within the period of their term and until such time as a replacement is appointed, elected or nominated.





33. Where amendment is made to the size and/or composition of the Board the remaining term of office for those members retained shall be as if no amendment has been made.
34. At the first meeting of the Board after each AGM the appointed Independent Directors shall elect a Senior Independent Non-Executive Director from among their number and the Elected and Nominated Directors shall elect a Vice Chair from their number.

## PRESIDENT AND ELECTED DIRECTORS

- 35.
- (a) Nominations together with the consent of each such person to serve shall be sent in writing to the Company Secretary at least 45 days if made in accordance with Article 36(a)(i) and 36(a)(ii) or 28 days if made in accordance with Article 36(a)(iii), before the Annual General Meeting at which election is proposed.
- (b) All nominations for election to the office of President or Elected Director shall require the following information:
- Name
  - Experience of working at a senior management level or as a Company Director or other relevant experience (including details of business interests and Directorships)
  - Experience of Cycling
    - as a volunteer (including event promotion, officiating at club, region and national level with dates)
    - as a participant (including competitive experience & number of years as a club and/or British Cycling member) their relevant experience
  - Statement of Policy (to demonstrate a knowledge of and commitment to British Cycling and its objectives) - not exceeding 200 words.

All candidates for President and Elected Director will have the opportunity to address National Council in support of their candidature for up to five minutes.

It shall be the responsibility of the nominated person to ensure that the information, dated and duly signed as a true record, is submitted within the time limit specified in Article 35(a).

36. The President and Elected Directors shall be nominated and elected in the following manner:
- (a)
- (i) The President shall be nominated by a Regional Council or by any organisation with direct representation at General Meeting in accordance with Articles 6(d), (f) and (g) and elected at the Annual General Meeting by National Councillors representing the same;
- (ii) Elected Directors shall be nominated by a Region Council, the Welsh Cycling Union or the Scottish Cyclists' Union and shall be elected at the Annual General Meeting by National Councillors entitled to vote in accordance with Articles 6(d), 6(f) and 6(g).
- (iii) The Board may also make nominations which shall not take precedence over, but shall rank *pari passu* with those made by a Regional Council or any organisation with direct representation at General Meeting.
- (b) If more than one candidate is nominated for the office of President or if the number of persons nominated as Elected Directors shall exceed the maximum number fixed pursuant to Article 29 a ballot shall be held at the Annual General Meeting for the election of such President or Elected Directors as the case may require. Balloting lists shall show the candidates' names in alphabetical order, with the names of their nominators. Candidates who receive the largest numbers of votes up to the available number of vacancies shall be elected and in the case of equality of votes, the tied candidates shall be submitted to a further ballot.



# MEMORANDUM & ARTICLES OF ASSOCIATION

- (c) Subject as aforesaid, the Board shall take such actions as are appropriate to ensure that not less than the prescribed numbers of Directors pursuant to Article 29 are in place.

37. The Board shall have power at any time and from time to time to co-opt a National Councillor as a replacement for an Elected Director who has resigned. Any Member appointed under this Article shall retain their office only until the conclusion of the next Annual General Meeting and then be eligible for re-nomination or re-election.

## NOMINATED DIRECTORS

38. A Director shall be nominated by the England Regions and by each of the Scottish Cyclists' Union and the Welsh Cycling Union and appointed with effect from the Annual General Meeting following their nomination which shall be subject to approval by the Board prior to appointment.
39. Nominations together with the consent of each such person to serve and information as set out in Article 35(b) shall be sent in writing to the Company Secretary at least 45 days before the Annual General Meeting. Nominees will be provided with an opportunity to address National Council for up to five minutes.

## INDEPENDENT APPOINTED DIRECTORS

40. The Board shall appoint persons to become Independent Appointed Directors, including the Chair, by a process of openly advertised recruitment conducted by the Nomination and Remuneration Committee. (A person is independent if, when first appointed, they are free from any close connection to the organisation and if, from the perspective of an objective outsider, they would be viewed as independent. A person may still be deemed to be 'independent' even if they are a member of the organisation and/or play the sport).
41. Any Independent Appointed Director removed from the Board pursuant to Article 49(f) shall have no claim against the Federation for loss of office.
42. The Chief Executive may from time to time appoint technical, administrative or educational directors whose roles within the BCF shall not encompass being Directors within the meaning of the Act. For the avoidance of doubt such persons shall not be entitled to attend, speak or vote at Board meetings and the appointment of such persons shall not require the Company Secretary of the BCF to inform Companies House of such appointment pursuant to the terms of the Act.

## TERMS OF OFFICE

43. The President elected in accordance with Articles 35 and 36 shall, with inclusive effect from November 2017, serve for a three year term (commencing at the end of the Annual General Meeting at which they are so elected and concluding at the end of the Annual General Meeting in the last year of their term) and shall be eligible for election as President for a further two terms, following which at least four years must elapse before they can become eligible to be President again.
44. The Chair and Independent Appointed Directors shall serve for a three year term.
- 45.
- (a) Elected Directors shall serve for a three year term.
- (b) Elected Directors shall commence their term of office at the end of the Annual General Meeting at which they are elected and conclude their term of office at the end of the Annual General Meeting in the last year of their term.
- (c) Should an Elected Director vacate that position during their term of office, the Board may appoint a replacement until the next National Council where the position shall be opened to re-election in accordance with Articles 35 to 37. In such an event the term of office for the incoming Elected Director shall be as remaining for the outgoing member.
- 46.
- (a) Nominated Directors shall serve for a three year term.



- (b) Nominated Directors shall commence their term of office at the end of the Annual General Meeting at which they are appointed and conclude their term of office at the end of the Annual General Meeting in the last year of their term.

47. Following a first term of office:

- (a) the Chair shall be eligible for re-appointment for two further terms;
- (b) an Independent Appointed Director shall be eligible for re-appointment for a further two terms;
- (c) an Elected Director shall be eligible for re-election for two further terms;
- (d) a Nominated Director shall be eligible for re-appointment for two further terms; following which a period of four years must elapse before becoming eligible for re-consideration as a Director.

48. Notwithstanding Articles 47(b) to 47(d) such terms as are identified may be extended by a further three year term in the event that the Director is appointed as Chair or to a senior position within an international federation.

## VACATION OF THE OFFICE OF DIRECTORS

49. Without prejudice to any other provisions of these Articles, the office of a member of the Board shall be vacated:-

- (a) If a receiving order is made against them or they make any arrangement or composition with their creditors;
- (b) If they become of unsound mind;
- (c) If they cease to be eligible in accordance with these presents;
- (d) If, by notice in writing to the BCF, they resign their office;
- (e) If they cease to hold office by reason of any order made under the Company Directors Disqualification Act 1986;
- (f) If they are removed from office by resolution duly passed pursuant to section 168 of the Companies Act 2006; or
- (g) If the Board at any time resolves that they should be removed as a member of the Board provided that no resolution shall be effective unless approved by at least 75% of the Board.

50. There shall be no upper age limit.

## DUTIES AND POWERS OF THE BOARD

- 51. Governance - The business of the BCF shall be governed by the Board, who may exercise all such powers of the BCF and do on behalf of the BCF all acts as may be exercised and done by the BCF, and as are not by statute or by these presents required to be exercised or done by the BCF in General Meeting, subject nevertheless to any regulations of these presents, to the provisions of the statutes for the time being in force and affecting the BCF and to such regulations, being not inconsistent with the aforesaid regulations or provisions, as may be prescribed by the BCF in General Meeting, but no regulation made by the BCF in General Meeting shall invalidate any prior act of the Board which would have been valid if such regulation had not been made.
- 52. Rules - The Board shall make and from time to time revise such rules as it may think fit for the proper conduct of the BCF's affairs, including but not limited to technical regulations, bicycle specific regulations, anti-doping regulations, disciplinary rules and regional regulations.
- 53. The Board may act notwithstanding any vacancy in their body; provided that if it shall at any time be reduced in number to less than 4, it shall be lawful for them to act as the Board for the purpose of filling vacancies in their body or of summoning a General Meeting, but not for any other purpose.



# MEMORANDUM & ARTICLES OF ASSOCIATION



## COMMITTEES AND COMMISSIONS

54. The Board shall from time to time establish and appoint such committees and commissions as they may think fit for the better and more effective conduct of the affairs of the BCF but no such committee or commission shall have any powers, except where expressly instructed by the Board and stated within its terms of reference, and its function shall be confined solely to reporting to the Board, on the matters entrusted to it by the Board. Such committees and commissions may consist of such persons (whether or not Board Members) as the Board may appoint.
55. All acts and proceedings of such committees including the regions shall be reported at regular intervals to the Board.

## COMPANY SECRETARY

56. The Company Secretary of the BCF shall be appointed by the Chief Executive and shall be the secretary of the BCF for the purposes of the Act. The Chief Executive may from time to time by resolution appoint an Assistant or Deputy Secretary who may act in place of the Company Secretary if there is no Company Secretary or no Company Secretary available or capable of acting.

## PROCEEDINGS OF THE BOARD

57. The Board shall be Chaired by the Independent Appointed Chair, in whose absence the meeting shall be Chaired by the Vice Chair or the Senior Independent Non-Executive Director in that order as available. If any of the aforesaid are not present within 5 minutes of the time appointed for holding the meeting then those present and entitled to do so shall appoint by vote a Chair for the meeting.
58. On the request of the Chair or not less than 4 members of the Board, the Company Secretary shall, at any time, summon a meeting of the Board by notice served upon the several members thereof. A member who is absent from the United Kingdom shall not be entitled to notice of a meeting.
59. The Board may meet together for the despatch of business, adjourn and otherwise regulate their meetings as they think fit. Seven members of the Board shall be a quorum. Questions arising in any meeting shall be decided by a majority of votes. In a case of an equality of votes, the Chair shall have a second or casting vote.
60. A meeting of the Board at which a quorum is present shall be competent to exercise all authorities, powers and discretions by or under the regulations of the BCF for the time being vested in the Board generally.
61. All acts bona fide done by any meeting of the Board or any committee of the Board or by any person acting with the authority of the Board shall, notwithstanding it being afterwards discovered that there was some defect in the appointment or continuance in office of any such member or person acting as aforesaid or that they or any of them were disqualified, be as valid as if every such person had been duly appointed or had duly continued in office and was qualified to be a member of the Board.
62. The Board shall cause proper minutes to be made of all appointments of officers made by the Board and of the proceedings of all meetings of the BCF and of the Board and of committees of the Board and all business transactions at such meetings, and any such minutes of any meeting, if purporting to be signed by the Chair of such meeting or by the Chair of the next succeeding meeting, shall be sufficient evidence without any further approval of the facts therein stated.
63. A resolution in writing signed by all the members for the time being of the Board or of any specialist or regional committee of the Board shall be as valid and effectual as if it had been passed at a meeting of the Board or of such committee duly convened and constituted.

## APPOINTMENTS AND INTERESTS OF MEMBERS OF THE BOARD

64. Subject to the provisions of the Act, the Board may not enter into an agreement or arrangement with any member of the Board for their employment by the Company or for the provision by them of any services outside the scope of the ordinary duties of a member of the Board. This Article shall not apply to the Chief Executive. An honorarium



may be paid to the President, to be based upon an audited and approved number of days performed upon BCF business dealing with additional specific demands over-and-above those volunteer activities ordinarily undertaken by the President, on a remuneration scale consistent with Sports Council rates.

## ACCOUNTS

65. The Board shall cause proper books of account to be kept in accordance with Section 221 and 222 of the Act.
66. The BCF in a General Meeting may from time to time make reasonable conditions and regulations as to the time and manner of the inspection by the Members of the accounts and books of the BCF or any of them and, subject to such conditions and regulations, the accounts and books of the BCF shall be open to inspection of Members at all reasonable times during business hours.
67. At the Annual General Meeting in every year the Board shall lay before the BCF a proper income and expenditure account for the period since the last preceding account made up to a date not more than 12 months before such meeting, together with a proper balance sheet made up as at the same date. Every balance sheet shall be accompanied by proper reports of the Board and the Auditors and copies of such accounts, balance sheets and reports (all of which shall be framed in accordance with any statutory requirements of the time being in force) and of any other documents required by law to be annexed or attached thereto or to accompany the same shall not less than 21 clear days before the date of the meeting (subject nevertheless to the provisions of Section 240 of the Act) be sent to all persons entitled to receive notices of a General Meeting in a manner in which notices are hereinafter directed to be served.

## AUDIT

68. Once at least in every year the accounts of the BCF shall be examined and the correctness of the income and expenditure account and balance sheet ascertained by one or more properly qualified Auditors.
69. Auditors shall be appointed and their duties regulated in accordance with the Companies Act.

## NOTICES

70. A notice may be served by the BCF upon any National Councillor, either personally or by sending it through the post in pre-paid letter, addressed to such National Councillor at their registered address or served by electronic communications to their email address, as appearing in the Register of Members.
71. Any National Councillor described in the Register of Members by an address not within the United Kingdom, who shall from time to time give the BCF an address within the United Kingdom at which notices may be served upon them, shall be entitled to have notices served upon them at such address, but, save as aforesaid, only those National Councillors who are described in the Register of Members by an address within the United Kingdom shall be entitled to receive notices from the BCF.
72. Any notice, if served by post, shall be deemed to have been served on the third day following that on which the letter containing the Notice was put into the post and in proving such service it shall be sufficient to prove that the letter contained the notice and was properly addressed and put into the post office as a pre-paid letter. Where a notice or document is sent to an electronic address, service or delivery is deemed to be effected at the expiration of forty-eight hours after it was sent and in proving such service or delivery, it shall be sufficient to show that the sender's equipment indicates successful transmission within such period. Where a notice or document is sent by reference to a particular website, service or delivery is deemed to be effected when the recipient is notified of its availability on the website.
73. The notice shall state with reasonable prominence that a National Councillor entitled to attend and vote at the meeting being called is entitled to appoint a proxy to attend and vote on their behalf, and that a proxy need not also be a National Councillor.





# MEMORANDUM & ARTICLES OF ASSOCIATION



## AMENDMENTS TO ARTICLES

74. These Articles may only be amended by the National Councillors by special resolution passed at a duly convened general meeting of the BCF.

## RULES, REGULATIONS, STANDING ORDERS AND BYE LAWS

75. The Board shall have the power to make, vary and revoke rules, regulations, mechanisms, standing orders and bye laws for the better administration of the BCF including (without limitation):
- (a) competition rules;
  - (b) technical regulations;
  - (c) rules for the selection of competitors to represent the United Kingdom in international matches and competitions and the management of any team of competitors so selected;
  - (d) rules to combat doping in cycle sport to ensure compliance with national and international rules relating to doping control;
  - (e) disciplinary rules;
  - (f) appeals procedure;
  - (g) rules for the promotion and organisation of competitions, championships and selection trials;
  - (h) mechanisms for co-ordinating the arrangement of and the date of fixtures of cycling competitions;
  - (i) mechanisms for co-ordinating the commercial activities of the sport of cycling and any televising or broadcasting of cycling competitions.

## INDEMNITY

76. Subject to the provisions of the Act, the Memorandum and these Articles every member of the Board and of the BCF's secretariat and the holder of every office of the BCF shall be entitled to be indemnified by the BCF against all charges, costs, losses, expenses and liabilities incurred by them in good faith in the execution of their responsibilities relating to the BCF.

## DISSOLUTION

77. Clause 7 of the Memorandum of Association of the BCF relating to the winding-up and dissolution of the BCF shall have effect as if the provisions thereof were repeated in these presents.

## Originally signed on behalf of the British Cycling Federation.

Brian Cookson – President  
Jim Hendry – General Secretary  
9th March 2000

Last Amended 18th November 2017



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## BYE LAW 1: DEFINITIONS

**Note:** Words importing persons shall include corporations. Words importing clubs shall include teams and individually sponsored riders. Words importing the singular number only shall include the plural number, and vice versa.

In the Bye-Laws and Technical Regulations of the Federation the following words shall have the following meanings (these are additional to the definitions shown in the Articles of Association:

1.1	Articles	The Articles of Association of the British Cycling Federation
1.2	Bye Laws	The Bye Laws of the Federation
1.3	Cycling	Bicycling, tricycling or the use of any similar vehicle of which the whole motive power is that of the rider or riders.
1.4	Region Secretary	The Secretary for the time being of a Region elected by the Regional Council, or the person acting in that capacity, or carrying out certain of their duties by direction of that Region Council
1.5	Memorandum	The Memorandum of Association of the British Cycling Federation
1.6	Month	Calendar month.
1.7	Prescribed Time	The time fixed by the Bye Laws, Standing Orders or Technical Regulations in that behalf
1.8	Registered Address	The address given in the application for affiliation or enrolment
1.9	Technical Regulations or T.R.	The Technical Regulations of the Federation

## BYE LAW 2: MEMBERSHIP OF THE FEDERATION

### 2.1 Classes of Membership

There shall be five categories of individual membership and all are subject to the terms and conditions prescribed herein.

#### RACE

2.1.1 **Bronze Membership:** Individuals who may not be active cyclists but wish to support the Federation and the sport as officials and/or coaches.

2.1.2 **Silver Membership:** Individuals and members of cycling, athletic and other clubs, and/or works, house or recreation clubs, affiliated to the Federation.

2.1.3 **Gold Membership:** Individuals and members of cycling, athletic and other clubs, and/or works, house or recreation clubs, affiliated to the Federation.

#### RIDE

2.1.4 **Ride Membership:** Individuals and members of cycling, athletic and other clubs, and/or works, house or recreation clubs, affiliated to the Federation.

#### FAN

2.1.5 **Fan Membership:** Individuals and club members who may not be active cyclists but wish to support the Federation as followers and fans of the sport.

### 2.2 Membership Age Groups

All Members shall be divided into age groups as follows:



- 2.2.1 U12s:  
Members up to 31st December in the year of their twelfth birthday.
- 2.2.2 Youth:  
Members from 1st January in the year of their thirteenth birthday to 31st December in the year of their sixteenth birthday.
- 2.2.3 Junior:  
Members from 1st January in the year of their seventeenth birthday to 31st December in the year of their eighteenth birthday.
- 2.2.4 Senior:  
Members from 1st January in the year of their nineteenth birthday.

### 2.3 Application for Membership

- 2.3.1 Any individual desiring membership of the Federation shall make application to the Headquarters of the Federation in such terms as the Board shall require and shall forward one year's subscription, payment for any outstanding fines, levies and/or debts owed to the Federation and such further information as may be required.
- 2.4 Each member of the Federation shall be furnished with the appropriate membership card on receipt of their subscription and payment for any outstanding fines, levies and/or debts owed to the Federation. The membership card must be produced when required.

### 2.5 Membership Entitlements

- 2.5.1 **RACE Bronze Membership** shall entitle the holder to:
- A membership card.
  - Discounts on a range of products and services.
  - A provisional racing licence giving access to a range of 'entry level' type competitions in all disciplines of cycling (free of charge to designated volunteers).
  - A copy of the Memorandum & Articles of Association and the Bye Laws on request and payment of a cover charge.
  - A copy of the British Cycling Annual Handbook upon request and payment of a cover charge (free of charge to designated volunteers).
  - Representation on the appropriate Regional Council in accordance with these Bye Laws.
  - Participate in social events organised by the Federation for Members.
  - The right of appeal under these Bye-Laws.
- 2.5.2 **RACE Silver Membership** shall entitle the holder to:
- All the benefits of Bronze Membership.
  - Third Party (Public Liability) insurance whilst cycling, in accordance with the terms of the policy adopted by the Federation. (subject to residency in the United Kingdom).
  - Legal advice and assistance in accordance with the Federation's Legal Assistance Scheme (subject to residency in the United Kingdom).



- Professional Indemnity insurance and a regular newsletter for all BCF registered Coaches and Activity Leaders.
- Registration for the purpose of Racing under the Federation's Technical Regulations on payment of such fees as may be therein prescribed.

2.5.3 **RACE Gold Membership** shall entitle the holder to:

- All the benefits of Silver Membership.
- Personal Accident insurance, in accordance with the terms of the policy adopted by the Federation.
- Quarterly Racing Calendar & Magazine (on request).

2.5.4 **RIDE Membership** shall entitle the holder to:

- a membership card.
- Third Party (Public Liability) insurance whilst cycling (excluding competitive cycling), in accordance with the terms of the policy adopted by the Federation. (subject to residency in the United Kingdom).
- Legal advice and assistance in accordance with the Federation's Legal Assistance Scheme (subject to residency in the United Kingdom).
- Discounts on a range of products and services.
- A copy of the Memorandum & Articles of Association and the Bye Laws on request and payment of a cover charge.
- The right of appeal under these Bye-Laws.
- A copy of the British Cycling Annual Handbook upon request and payment of a cover charge (free of charge to designated volunteers).
- Representation on the appropriate Regional Council in accordance with these Bye-Laws.
- Participate in social events organised by the Federation for Members.

2.5.5 **FAN Membership** shall entitle the holder to:

- A membership card.
- Discounts on a range of products and services.
- A copy of the Memorandum & Articles of Association and the Bye Laws on request and payment of a cover charge.
- A copy of the British Cycling Annual Handbook upon request and payment of a cover charge (free of charge to designated volunteers).
- Representation on the appropriate Regional Council in accordance with these Bye-Laws.
- Participate in social events organised by the Federation for Members.
- The right of appeal under these Bye Laws.





**Note:** Family Membership is available with the Race Silver, Race Gold and Ride membership categories. This provides all the benefits of the relevant category to each member of the family (up to two adults and any number of family members under 18 years of age). A single copy of each edition of the quarterly magazine (where applicable) will be sent on request to the principal member.

Life Members shall be entitled to all the benefits of Race Gold Membership.

Personal Accident Insurance is not applicable to members under the age of 5 or over the age of 75 years.

## 2.6 Conditions of Membership

- 2.6.1 All applications for affiliation to the Federation from organisations and individuals shall be deemed an acceptance of the Federation's Memorandum, Articles, Bye Laws, Standing Orders, Disciplinary Rules and Technical Regulations.
- 2.6.2 The election of members, clubs and organisations shall rest with the Board which may refuse to accept an application without being required to give an explanation for the refusal.
- 2.6.3 Any organisation desiring to renew its affiliation to the Federation shall submit a formal application to the Federation Headquarters in such terms as the Board shall require.
- 2.6.4 An affiliated organisation desiring to alter its name shall make application to the Federation for approval. It shall not normally be permitted to alter the name to one similar to that of another affiliated organisation.

## 2.7 Affiliated Organisations Entitlements

All affiliated organisations within Great Britain, the Isle of Man, and the Channel Islands shall be entitled to:

- 2.7.1 Representation on their respective Regional Councils in accordance with these Bye Laws.
  - 2.7.2 Permits for their Race Meetings in accordance with the Technical Regulations of the Federation.
  - 2.7.3 Public liability insurance cover for the organisation of £10,000,000. In the case of School Clubs this benefit is only applicable if the increased subscription has been paid.
- 2.8 The rights and privileges of members and affiliated organisations shall be as laid down in these Bye Laws and shall not be transferred or transmitted.
- 2.9 If at any Board Meeting a resolution be passed by a majority of those present and voting to the effect that a member or an affiliated organisation be excluded from the Federation, the membership of such member or the affiliation of such organisation as the case may be shall thereupon terminate entailing forfeiture of all rights and privileges of membership affiliation or enrolment without prejudice to any liability of the member to the Federation. Provided always that notice of such resolutions shall be inserted in the agenda paper for such meeting and that no resolution for exclusion shall be valid unless seven clear days' notice shall have been given to such member or affiliated organisation that the question of their exclusion is about to be considered by the Federation and inviting them to attend before the Board and give such reasons against their exclusion as they may think fit but they shall not be entitled to be present at the voting or to take part in the proceedings (save as aforesaid) otherwise than as the Board shall permit.

## BYE LAW 3: SUBSCRIPTIONS

### 3.1 Subscriptions of Members

- 3.1.1 Every member shall pay an annual subscription according to a scale to be fixed from time to time by the Board. In the event of any member objecting to an alteration of subscription they may at any time before the expiration of their membership resign by notice given in writing to the Federation. In the absence of such resignation they shall at the expiration of their current membership be bound by the altered scale. Subscriptions for members shall become due for renewal one year after the day on which the membership is taken out.



## BYE LAWS



BYE LAWS

### 3.1.2 Life Members

3.1.2.1 To qualify for life membership a member must have had 10 years continuous Race Gold, Race Silver or Ride membership before life membership can be purchased.

3.1.2.2 For members under 65 years of age the subscription shall be 12 times the annual Race Gold Senior membership subscription.

3.1.2.3 For members 65 years of age and over the subscription shall be 5 times the annual Race Gold Senior membership subscription.

3.1.3 All fees, subscriptions and levies defined in these bye-laws shall be determined by the Board and shall be published on the Federation's website and other appropriate media as well as being available on demand to any member or prospective member.

### 3.2 Subscriptions of Affiliated Organisations

3.2.1 Affiliated Clubs and Commercially named teams.

10% of the affiliation fee of all affiliated clubs, associations and commercially named teams shall be returned to the Region of the Club, Team or Association. Payment shall be made annually by 1st October.

3.2.2 Affiliated Associations shall consist of not less than six clubs, except in the case of British Overseas Territories not directly affiliated to the Union Cycliste Internationale.

3.2.3 Affiliated School Clubs shall be entitled to free Race Silver senior membership for their respective General Secretary.

3.2.4 Membership of Affiliated School Clubs shall be confined to the pupils and staff of the parent School or Association of local Schools within the same Regional boundary, and the School or Association name shall be embodied in the name of the club.

3.2.5 The annual subscription of an affiliated organisation shall become due on 1st October in respect of the ensuing calendar year. Should a renewal fee be received before 31st December a discount will apply.

### 3.3 Sponsorship Fees

10% of all sponsorship registration fees shall be returned to the Region of the Club or Team. Payment shall be made annually by 1st October.

**Note:** Although there is no limitation on the number of sponsors with whom agreements can be made and any additional sponsors over the first four will not be subject to any registration fee, it will still be required for formal advertising agreements to be registered for all sponsors as detailed in the Technical Regulations. Each club, team or individual member must supply, at the time of registration of contracts, details of the advertising inscriptions to appear on race clothing.

3.4 The Board may make consequential changes to contributory fees and other service charges to allow for changes in insurance premiums and excess payments, fluctuations in VAT and Federation staff emoluments.

### 3.5 Licence Fees

3.5.1 Racing Licences shall be issued at Federation Headquarters on payment of the current fees as determined by the Board.

3.5.2 Members applying for a Racing Licence after 1st July in any year shall be charged at half price.



3.5.3 Any rider not under suspension by the Federation (or by another sporting body, where the Federation has recognised and enforced such suspension) pursuant to the Disciplinary Rules may obtain a temporary racing licence which is valid for the duration of a single competitive event on payment of the current fees as determined by the Board for members and non-members.

3.5.4 The reduced rate for a temporary racing licence will only be granted if proof of current membership of the Federation is provided to the organiser.

3.5.5 Apart from racing licences, other licences shall be issued by the Federation as detailed within the Technical Regulations.

### 3.6 Race Fees

3.6.1 Where the promoting body is affiliated to the Federation the grant of a permit shall (except in the case of the events listed in Technical Regulation 15.2.1) be subject to the payment of the current permit fee as determined by the Board.

3.6.2 The whole of the permit fee shall be retained by the Region or Home Country issuing the permit.

3.6.3 Only one application, one permit and one permit fee, shall be necessary in respect of a track meeting but a separate application, separate permit and separate permit fee, shall be necessary for each road race even when promoted by the same organiser, on the same course and on the same day as another road race.

3.6.4 No permit fee shall be payable in respect of a National Championship.

3.6.5 No permit fee shall be payable in respect of a sanctioned mountain bike event. The insurance rates shall be as currently determined by the Board.

3.6.6 A free permit shall be issued for meetings open only to Under 16's, a track meeting or closed circuit race confined to first claim members of the same club, and roller racing meetings.

3.6.7 In the case of the applications listed in Technical Regulation 15.2.1 (non-affiliated promoters and televised and other major events) the permit fee and any conditions attached to the grant of the permit shall be decided by the Board.

3.6.8 The Board or Region, as the case may be, shall have power to waive payment of a permit fee in respect of racing which it is satisfied is being promoted wholly for a charitable object or objects, or may return the whole or part of the permit fee where it considers such action justified.

### 3.7 Race Levy

3.7.1 A race levy must be paid for each entrant in all events.

3.7.2 No race levy shall be paid for competitors in Youth events or in events on the international calendar as prescribed by the Board.

3.7.3 Where a rider enters an event comprising two or more races on the same day, for which a single entry fee is due, only one race levy must be paid. Where a rider enters more than one race on the same day, for which separate entry fees are due, a race levy must be paid for each race.

3.7.4 Entrants for an event or events held over multiple days shall pay one race levy for each meeting, or each day's racing.



## BYE LAWS



### 3.8 Event Insurance

- 3.8.1 Events registered and accepted for cover shall be provided with third party liability insurance subject to payment of the relevant registration fees and levies set by the Board.
- 3.8.2 The necessary payment must accompany the initial application to organise an event.
- 3.8.3 Where an event is subsequently cancelled for reasons which are acceptable to the Board, the registration fee shall be refunded by the Federation by 31st December of the same year.
- 3.8.4 An insurance levy shall be paid for each entrant in all events. This levy which shall be set by the Board and shall be paid in accordance with the provisions of Bye Law 3.7 with the exception that it shall also be paid by all Youth category competitors.

## BYE LAW 4: NATIONAL COUNCIL

### 4.1 General Conditions

- 4.1.1 The Annual General Meeting of the National Council shall be in October, November or December each year.
- 4.1.2 The normal duration of the Annual General Meeting of the National Council shall be a maximum of six hours.
- 4.1.3 National Council meetings shall be open to members of the Federation and the Press, subject to exclusion of the latter by resolution and the Chair's regulations as to the location of strangers.
- 4.1.4 None but National Councillors shall take part in the business without the leave of the meeting.
- 4.1.5 Board Directors, the President, Past Presidents, Past Chairs and the Company Secretary shall be members of the National Council with the right to speak but, excepting the provisions of Article 24, not to vote.
- 4.1.6 One representative each of UK Sport and Sport England shall be members of National Council with the right to speak but not to vote.
- 4.1.7 No representative National Councillor shall be allowed to take part in or vote at the Annual General Meeting of the National Council unless the Regional Council of which they are a representative shall previously have held its Annual Meeting in accordance with the provisions of Bye-Law 9.5, and shall have forwarded to the Board a copy of the Region's examined accounts as prescribed. A statement made by the Chief Executive in writing as to the non forwarding of any such accounts shall be accepted as conclusive.
- 4.1.8 No National Councillor may represent more than one Region or Organisation with direct representation on National Council.

### 4.2 Nomination for Elected Positions

- 4.2.1 All contested elections shall be by ballot.
- 4.2.2 Members of the Board not subject to re-election shall annually re-state, within the Annual Report of the Board any business interests and/or directorships held.

### 4.3 Agenda Items

- 4.3.1 A Regional Council, Organisation with direct representation on National Council, the Board, and any special committee appointed by the National Council shall be entitled to place motions on the Agenda of the National Council.



- 4.3.2 Notice of any motion for discussion at a meeting of the National Council shall be given to the Company Secretary at least forty five days prior to the date of such meeting, except as provided hereinafter.
- 4.3.3 All motions to recommend the alteration or rescission of the existing Memorandum or Articles shall indicate the number of the existing Memorandum or Article and the words affected.
- 4.3.4 When adopted, such motions and those recommending new Articles shall be subject to codification and any necessary revision by the Board, which shall have the power also to recommend any consequential alteration in other Articles, or make consequential alterations in other Articles.
- 4.4 Notices of Meetings**

Notices of Meetings of the National Council, together with the Agenda Paper of all matters to be discussed or voted on and all nominations for election, shall be sent by the Company Secretary of the Federation to each Member of the National Council and to the Secretary of each Region, Organisation with direct representation on National Council, and Affiliated Club, at least twenty one days before the meeting.
- 4.5 The Chair of the National Council**
  - 4.5.1 The Chair shall decide on every question of order.
- 4.6 Voting**
  - 4.6.1 A motion for leave to discuss business not on the agenda paper shall require to be supported by not less than two thirds of the votes cast.
  - 4.6.2 A motion for urgency shall require to be supported by not less than four fifths of the votes cast.
  - 4.6.3 No opposed business shall be brought forward for discussion after six hours of business except by leave of the Chair and four fifths of the National Councillors present and voting.
- 4.7** No new Article of Association, or alteration of existing Article of Association shall come into force until the first day of January succeeding the date on which it is passed unless urgency be granted by four fifths of those voting in which case it will become operative on such earlier date as the National Council shall decide either at the same or any subsequent Meeting.
- 4.8 Motions Without Notice**

The following motions may be proposed without notice:

  - 4.8.1 To elect a Chair.
  - 4.8.2 To adjourn.
  - 4.8.3 To amend.
  - 4.8.4 For leave to withdraw.
  - 4.8.5 Vote of thanks, etc.
  - 4.8.6 To conduct a ballot.
  - 4.8.7 To grant urgency.
  - 4.8.8 To raise a point of order.
  - 4.8.9 For leave to extend the meeting beyond 6 hours.



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- 4.8.10 For leave to discuss business not on Agenda Paper.
- 4.8.11 To proceed to next business.
- 4.9 The Chief Executive shall, within two months of a National Council meeting at which they were made, issue Draft Minutes to National Councillors.
- 4.10 **Staff**
- 4.10.1 No member of BCF staff shall be eligible to vote at National Council.

### BYE LAW 5: PATRON

- 5.1 The Federation shall have power to appoint any person as the Patron of the Federation.
- 5.2 The Patron shall be appointed by the Board.

### BYE LAW 6: BOARD

- 6.1 The Board shall be appointed under the provisions of the Articles of Association.
- 6.2 A Board member shall not count against their Region's or Organisation's entitlement of National Councillors.
- 6.3 Members of the Board shall be ex-officio members, with the right to speak and where elected to that Regional Board to vote, at all Regional Councils, Regional Board meetings or any other Regional committees.
- 6.4 **Board Committees and Commissions**

- 6.4.1 The Board may appoint such Committees or Commissions as it thinks fit, but no such Committee, or Commission shall have any executive power, except where expressly instructed by the Board and stated within its terms of reference, under the Memorandum, Articles, Bye Laws or Technical Regulations, and its functions shall be confined solely to reporting to the Board on the matters entrusted to it by the Board.
- 6.4.2 The Board and its Committees or Commissions shall have power to invite a person or persons having specialised knowledge to attend meetings for the purpose of giving advice on the subject of their specialised knowledge.
- 6.5 A member of the Board or of any Committee or Commission as detailed above shall declare at any meeting of such Board, Committee or Commission any business, commercial or other pecuniary or non-pecuniary interest the member might have in any matter under consideration and shall take no part in the discussion or voting upon that matter. Their presence in the room shall be at the discretion of the said Board, Committee or Commission.

### 6.6 Technical Regulations – Changes

- 6.6.1 The Board shall establish a Technical Commission, which shall consider any proposals to amend, delete, supplement or clarify the Technical Regulations acting under the devolved authority of the Board. Regional Councils and all Affiliated Organisations may submit such proposals at any time throughout the year. Where appropriate, such proposals shall be referred to the relevant discipline commission(s), whose recommendations shall then be forwarded to the Technical Commission.
- 6.6.2 All changes approved by the Technical Commission acting under the devolved authority of the Board shall be notified to Regions, Organisations with direct representation on National Council and all listed Race Officials within 14 days of the change being approved. No such changes shall be effective until this formal stage of notification has been completed, and no change may be applied retrospectively. Where a proposal is not



accepted by the Technical Commission the proposer shall be notified within 14 days of the decision being made.

- 6.6.3 Any Regional Council or Organisation with direct representation on National Council whose proposal has been recommended by a Board commission and not accepted by the Technical Commission under the provisions of Bye Law 6.6.2 shall still have the right to place the proposal under appeal before the Federation Commission who shall act under the devolved authority of the Board.

## **6.7 The Board shall**

- 6.7.1 Decide all referred questions of exceptional importance where the delay in calling a meeting of the National Council might be prejudicial to the interests of the Federation.
- 6.7.2 Define or interpret the Memorandum, Articles, Bye Laws and Standing Orders of the Federation, all Regions being notified in due course of such definition or interpretation.
- 6.7.3 Appoint from among members of the Federation a Chair, Secretary, and Directors of any Limited Company or Companies incorporated under the provisions of the Memorandum to act in accordance with the directions of and otherwise subject to the control of the Board.
- 6.7.4 Appoint a suitably qualified and/or experienced member of British Cycling to act as Head of the Disciplinary Panel under the Federation's Disciplinary Rules.
- 6.7.5 Appoint an individual to act as Disciplinary Officer. Normally this will be an employee of British Cycling, however the Board may, as it sees fit, appoint any member of British Cycling, with the exception of Board members, to this position.
- 6.7.6 Control all the Federation's Legal and Parliamentary affairs.
- 6.7.7 Investigate and adjudicate upon any matter:
- 6.7.7.1 referred to them by Regions or by organisations or individuals after investigation by a Region.
- 6.7.7.2 relating to disputes between Regions.
- 6.7.7.3 in which the interests of the Federation are concerned, subject to appeal.
- 6.8** The decision of the Board as to the correct interpretation of the Memorandum, Articles, Bye Laws, Technical Regulations and Standing Orders of the Federation shall be final.

## **BYE LAW 7: ACCOUNTS**

- 7.1 The Federation's banking account shall be kept with such banker or bankers, and Federation monies invested, as the Board shall from time to time determine.
- 7.2 Written requests can be made by Regions or Organisations with direct representation on National Council for budgetary information on Federation accounts; this information to include proposed and current expenditure/ income.

## **BYE LAW 8: ENGLISH REGIONS**

- 8.1 The Board shall define the area of each Region.
- 8.2 All affiliated organisations having headquarters situated in, or for those organisations with no headquarters, where the majority of its members reside in, the defined area of each Region shall be affiliated organisations of such Region.





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- 8.3 Affiliated organisations may not transfer to any other Region, except with the prior approval of both Regions concerned.

### 8.4 New Regions

- 8.4.1 Any district in which, for the time being, there shall be no Regional Council shall be under the control of the Board and members of the Federation in such districts shall not be entitled to representation on the National Council of the Federation until a Regional Council has been formed and Councillors have been elected, as provided in these Bye Laws.
- 8.4.2 When it appears to the Board that a Regional Council can be formed in any district, it shall nominate a Secretary (pro tem) who shall call a meeting of all cyclists in the neighbourhood and a formal motion to form a Regional Council shall be proposed at such meeting.
- 8.4.3 In the event of the motion being carried a temporary Regional Board shall be elected by those present to carry on the work until the first meeting of the Regional Council.
- 8.4.4 The Secretary shall, as soon as possible thereafter, forward full details of the formation of a Region, together with the names and addresses of the Chair, Secretary, Treasurer and other officers, to the Board, who shall report the formation of the Regional Council at the next meeting of the National Council.
- 8.4.5 When a new Region takes in part of the territory of an existing Region, the boundaries shall be decided by the Board and the old Regional Council shall discontinue its control of that territory which has been taken away.
- 8.5 A Regional Council for each Region shall be elected by its affiliated organisations, the number of Councillors and their method of appointment shall be as laid down in Bye-Laws 9.5.4, 9.8 and 9.9.
- 8.6 The Board may at any time form, construct or disband any Regional Council and either call a General Meeting of the Region to elect a new Regional Council or nominate such number of members of the Region as they shall deem sufficient to act as the new Regional Council.

## BYE LAW 9: REGIONAL COUNCILS

### 9.1 General Duties and Obligations

- 9.1.1 The Regional Council shall generally administer the business of the Federation within its district in accordance with the Memorandum, Articles, Bye-Laws and Technical Regulations of the Federation.
- 9.1.2 Each Regional Council shall meet as often as necessary, but at least twice yearly except with the written consent of the Board; one meeting being the Annual General Meeting and the other before a meeting of the National Council to consider the agenda for discussion at the National Council.
- 9.1.3 The Quorum necessary for the transaction of business at a meeting of the Regional Council shall be ten.
- 9.1.4 A Regional Council may make Regional Bye Laws for the management of Regional business provided that such Bye Laws shall not override, contravene or be inconsistent with any Article of the Memorandum, Articles, Bye Laws, Standing Orders, Disciplinary Rules or Technical Regulations of the Federation.
- 9.1.5 Copies of Regional Bye Laws and any amendments thereto shall be submitted to the Board.
- 9.1.6 The Board shall have power at any time to vary or rescind any Regional Bye Laws.
- 9.1.7 Regional Council meetings shall be open to members of the Federation and the Press, subject to exclusion of the latter by resolution and the Chair's regulations as to the location of strangers.





9.1.8 None but Regional Councillors shall take part in the business without the leave of the meeting.

9.1.9 Only Regional Councillors shall be permitted to vote.

## 9.2 Powers of the Regional Council

The Regional Council shall, subject as aforesaid, have power within its district to:

9.2.1 Suspend, cancel the appointment, and to reinstate in accordance with the Bye Laws.

9.2.2 Investigate and adjudicate upon or refer to the Board any matters referred to it by organisations or individuals, or in which the interests of the Federation are concerned, and to adjudicate upon any matters arising in an event for which it shall have granted a permit.

9.2.3 Assist members in obtaining evidence relating to occurrences whereby the exercise of the member's right to legal advice and assistance and for insurance against claims by third parties, or to other privileges of membership may become necessary, and where necessary, to assist such member in compiling and forwarding to the Chief Executive of the Federation a report of such occurrence, provided that nothing herein contained shall confer upon any Regional Council or member thereof any authority to adjudicate upon such matter, or in any way to conduct any claim arising therefrom.

9.2.4 Administer for the benefit of the Federation all funds entrusted to the Region from time to time by National Council and the Board in accordance with the Memorandum, Articles and Bye-Laws.

9.2.5 Administer locally the Bye Laws and Technical Regulations in accordance with the Memorandum, Articles and Bye Laws.

9.3 The Regional Council shall define in Bye-Law form the composition, duties and powers of the Region Board and shall submit copies of such Regional Bye-Laws to the Company Secretary of the Federation.

9.4 Unless the Region Council at its Annual Meeting shall decide to the contrary, the Regional Board elected to carry out the duties of the Council shall have the full powers of the Region Council.

## 9.5 Annual General Meeting

9.5.1 The Annual General Meeting of each Regional Council shall be held at least nine weeks prior to the Annual General Meeting of the National Council.

9.5.2 Notices of Meetings of the Regional Council, together with the Agenda Paper of all matters to be discussed or voted on and all nominations for election, shall be sent by the Regional Secretary to each Member of the Regional Council and to the General Secretary of each organisation affiliated to the Region, at least ten days before the meeting.

9.5.3 The Regional Secretary shall, within ten days after the meeting, send a report of the proceedings of each Annual General Meeting of the Regional Council, including the names and addresses of the Officers, Regional Board members and National Councillors, to the Company Secretary of the Federation.

9.5.4 At the Annual General Meeting of each Regional Council it shall:

9.5.4.1 Receive the Secretary's Report and the Treasurer's Financial Statement (duly examined) for the year ending on the 31st day of December previous.

9.5.4.2 Elect a Chair, Secretary (or Secretaries) and Treasurer, who, if not already members, shall thereby become ex officio members of the Regional Council.



9.5.4.3 Elect two Examiners of Accounts at least one of whom shall not be a member of the Regional Board.

9.5.4.4 Elect from among its members a representative National Councillor or National Councillors who shall, with inclusive effect from 2017, be eligible for election as a National Councillor for a period of nine years following the date first elected, following which at least four years must elapse before they can be elected as a Representative National Councillor again.

9.5.4.5 Elect, not necessarily from among its own members, a Regional Board and any other additional committees necessary for the good organisation of the Region.

9.5.4.6 All contested elections shall be by ballot.

9.5.4.7 Consider the propositions and motions properly placed before it.

9.5.4.8 Transact other businesses.

## 9.6 Special Meetings

Special meetings of a Regional Council shall be called:

9.6.1 on the instructions of the Board.

9.6.2 on the written requisition of 20 per cent of the Member Organisations affiliated within that Region.

## 9.7 Regional Board

9.7.1 The Regional Board shall meet as often as necessary, but at intervals not greater than three months.

9.7.2 A member of a Regional Board and any other regional committee shall vacate office:

9.7.2.1 If they cease to be a member of the Federation.

9.7.2.2 If being a member of the Regional Board by virtue of being an officer of the Region they cease to hold the office.

9.7.2.3 If the Regional Board call on them to resign after they have been absent from three consecutive meetings of that Regional Board without special leave of absence being granted by the Regional Board or without giving reasons for such absence satisfactory to the Regional Board.

9.7.3 The Regional Board shall appoint a Competition Administrator under a contract for service and this role will be accountable to the Regional Board. The management of the role will be determined by the Regional Board. Such a contract may be terminated by either party with a 4 week notice period being served.

## 9.8 Regional and National Councillors

9.8.1 Each Regional Council shall elect from the total number of members residing within, or members belonging to organisations affiliated to the Region, one National Councillor and one further National Councillor for each two complete percentage points of the total membership represented by members from the Region as counted on the last day of August preceding the Annual General Meeting of the National Council.

9.8.2 Representative National Councillors to fill vacancies, or additional appointments in consequence of increased membership, may be elected at any meeting of the Regional Council subject to notice in the agenda.

9.8.3 Representative National Councillors shall be individual members from among the members of the Regional Council or Organisation with direct representation on National Council that they represent.



9.8.4 If a representative National Councillor is unable to attend a National Council Meeting, the Regional Council or Organisation may appoint a substitute who shall be a member of that Regional Council or Organisation. Notification shall be made to the Company Secretary of the Federation.

9.8.5 A Regional or National Councillor may resign their office by notice thereof in writing addressed to the Regional Secretary or the Company Secretary of the Federation as the case may require, and upon the acceptance of such resignation their office shall become vacant and not before, but they shall in any case continue to discharge the duties of their office and be responsible for the same until a successor shall have been duly appointed, subject to the right of appeal to the National Council.

## 9.9 Composition of Regional Councils:

9.9.1 Affiliated clubs shall be entitled to Regional Councillors as follows:

9.9.1.1 One for up to 9 Federation members.

9.9.1.2 Two for 10-24 Federation members.

9.9.1.3 Three for 25-39 Federation members.

9.9.1.4 Four for 40-54 Federation members.

9.9.1.5 Five for 55 or over Federation members.

9.9.2 Federation members who are not registered with a British Cycling affiliated club shall be entitled to up to 5 Regional Councillors, selected by simple draw from such attendees at the Annual General Meeting of the Regional Council

9.9.3 Other Affiliated Organisations shall be entitled to one Regional Councillor.

9.9.4 Affiliated Organisations shall appoint their own Councillors in accordance with these Bye-Laws according to their membership on 31st July previous and shall notify the names and addresses of such Councillors to the Regional Secretary concerned.

9.9.5 All Councillors representing Affiliated Clubs or Organisations shall be individual Members of the Affiliated Club or Organisation and of the Federation.

9.9.6 Provided their qualifying subscription has been paid a Regional Councillor shall hold office until the appointment of their successor is notified to the Region.

9.9.7 A body appointing a Regional Councillor may appoint a deputy to attend any meeting or adjournment thereof, in the event of its elected members being unable to attend. Notices of such appointment must be sent to the Regional Secretary two clear days before the meeting.

9.9.8 A member may take part in the business of a Regional Council meeting of no more than one Region in any calendar year.

## 9.10 Regional Council Meetings

Regional Council Meetings shall be conducted in accordance with the provisions made within the Articles for the conduct of General Meetings.

## 9.11 Regional Chair

9.11.1 The Chair shall decide on every point of order.



- 9.11.2 The Chair shall have the right to vote on every motion as a Regional Councillor and, in cases of equality of votes, shall have a second or casting vote.

### **9.12 Regional Treasurer**

- 9.12.1 The Regional Treasurer shall forward to Federation Headquarters by the 1st April in each year a detailed financial statement for the preceding financial year.
- 9.12.2 The annual financial statement shall be duly examined and in the form prescribed by the Board.
- 9.12.3 Any outstanding National income for the preceding year shall be forwarded with the annual financial statement.

### **9.13 Regional Accounts**

- 9.13.1 Each Regional Council shall open a banking account, particulars of which shall be reported to the Board, and into which all monies received by the Region shall be paid.
- 9.13.2 The Regional Treasurer shall keep proper books of accounts, shall receive all monies due to the Region and discharge its liabilities as instructed by the Regional Council.
- 9.13.3 Cheques shall be signed by at least one member of the Regional Council and countersigned by the Regional Treasurer.
- 9.13.4 All funds in such banking account shall be deemed to be held for the Federation and, in case of dissolution of the Region, the funds at the bank shall be disposed of as directed by the Board.
- 9.13.5 The Region Treasurer shall report to each meeting of the Regional Council and Regional Board on the financial position of the Region. They shall produce at each such meeting the Financial Statement, made up to date, together with a bank reconciliation statement.
- 9.13.6 The Board, or its nominee, shall have power to inspect the books of accounts of any Region at any time.
- 9.14 Regions shall be financially self supporting and no Regional Board, Regional Council or Regional Councillor shall have any power to pledge the credit of the Federation or to incur any liability whatsoever on behalf of or in the name of the Federation without the consent in writing of the Board first having been obtained.
- 9.15 Regions shall be responsible for collecting in the area under their jurisdiction such fees / levies as may from time to time be directed by the Board into:
- 9.15.1 Regional income.
- 9.15.2 National income.
- 9.16 The Regional Treasurer shall forward to Federation Headquarters all monies received under the heading of National Income in the manner prescribed by the Board. Pending transfer to Federation Headquarters all National Income shall be retained in the Regional banking account.
- 9.17 Regions may make payments to Regional Officials for services rendered subject to the amounts being approved by the Regional Council and the Board. Such payments must be dealt with in accordance with the prevailing HM Revenue & Customs regulations.
- 9.18 All monies received by the Region as Regional income shall be retained for the benefit of the Region subject always to Bye-Law 9.13.4.



- 9.19 A Region shall be responsible for the payment of the whole of its expenditure, including losses on Regional promotions or activities, except that the travelling expenses of its National Councillors to National Council Meetings shall be paid by Federation Headquarters from National Income.
- 9.20 The Board shall have power to make grants to Regions for purposes deemed by the Board to be in the interests of the Federation.

## BYE LAW 10: BADGES OF HONOUR

### 10.1 BCF Badge of Honour

The National Council has power to award the Federation's Gold Badge of Honour to any Member of the Federation for signal services to the Federation. A proposition to National Council for such an award may only be made by the Board. A Regional Council may submit a recommendation to the Board, duly carried by two thirds majority of those present and voting. All voting shall be by ballot. The names of such members shall be inscribed on the Federation's Roll of Honour.

### 10.2 BCF Regional Badge of Honour

A Regional Council shall have power to award a Regional Silver Gilt Badge to any member who has rendered outstanding service to the Region. A notice of such recommendation shall appear in the Agenda of the Regional Council and a two thirds majority of those present and voting at the Regional Council Meeting shall be required for the award to be granted. The voting shall be by ballot. The award shall be subject to confirmation by the Board.

## BYE LAW 11: NOTICES

- 11.1 A notice may be served by the Federation upon any member or affiliated organisation by sending it through the post in a prepaid letter and addressed to such member or secretary of such affiliated organisation at their registered address or delivering by hand to the addressee in person or it may be served by electronic communications.
- 11.2 Any notice, if served by post shall be deemed to have been served on the third day following that on which it was posted, and in proving such service it shall be sufficient to prove that the letter containing the notice was properly addressed and put into the post office or into any post box subject to control of the Royal Mail as a pre-paid letter. Where a notice or document is sent to an electronic address, service or delivery is deemed to be effected at the expiration of forty-eight hours after it was sent and in proving such service or delivery, it shall be sufficient to show that the sender's equipment indicates successful transmission within such period. Where a notice or document is sent by reference to a particular website, service or delivery is deemed to be effected when the recipient is notified of its availability on the website.
- 11.3 The accidental omission to give notice of a meeting to, or the non receipt of such notice by, any person shall not invalidate any resolution passed or proceedings held at such meeting.

## BYE LAW 12: MISCELLANEOUS

- 12.1 No person who is not a member of the Federation shall in any circumstances be eligible to hold executive office or to be a member of the National Council or of any Commission or Committee of the Federation or its Regions.
- 12.2 All members of the National Council (except the representatives of the S.C.U., W.C.U., B.U.C.S., and B.S.C.A.) or of the Board or Committees or Commissions of the Board shall be entitled to claim and receive the actual amount expended by them on standard class railway fares on attending any properly convened meeting of such respective bodies. Expenses in respect of any means of travel other than standard class rail fares may be paid at the discretion of the Board. The like travelling expenses shall be paid to any member or person who may be engaged upon the business of the Federation under the authority of the Board or any Committee or



## BYE LAWS

Commission of the Board and to the appointed representative of the Board or Region attending an Appeal Hearing. The Board may, in addition to the above, allow reasonable hotel or other expenses actually and necessarily paid for which details shall be furnished.

- 12.3 In the event of any dispute in National Council, the Board, or any Committee or Commission or Regional Council, no legal action shall be taken by the Council or Board or members acting individually until all internal disciplinary procedures for exclusion or suspension have been exhausted.

### BYE LAW 13: DISCIPLINARY PROCEDURE

- 13.1 These Bye Laws incorporate the Federation's Disciplinary Rules, which apply to and bind any individual under the jurisdiction of these Bye Laws. Any breaches of these Bye Laws will be dealt with in accordance with the Disciplinary Rules.

### BYE LAW 14: DISCIPLINARY PROCEDURE – ANTI-DOPING REGULATIONS

- 14.1 All disciplinary matters relating to Anti-Doping shall be dealt with in accordance with the British Cycling Anti-Doping Rules as amended from time to time.

### BYE LAW 15: ARBITRATION PANEL

- 15.1 In instances where there is a dispute between a member and their club/team/sponsor and where both such parties are affiliated / registered with the Federation, the Federation may be willing to act as arbitrator between the two parties, subject to the agreement of both parties.
- 15.2 By agreeing to accept the Federation as arbitrators, both parties are required to accept the decision reached by the arbitration panel as final and binding.
- 15.3 The Arbitration Panel shall consist of up to three persons, one being nominated by each party involved and one nominated by the Chief Executive, each from the list of possible members provided by the Federation's Board.
- 15.4 The Arbitration Panel shall meet in a location convenient to its members.
- 15.5 The Arbitration Panel has the power to exclude members of the public and/or press as it feels appropriate.
- 15.6 On receipt of the agreement in writing from both parties that arbitration will be accepted, the Chief Executive must arrange for the Arbitration Panel to meet within fourteen days. Once a date and venue has been fixed he will, by registered post, summon those parties involved to the meeting to state their position verbally to the Panel. Either party may nominate a person to attend in their place to represent them if they so wish.
- 15.7 With that correspondence as submitted by each party agreeing to accept arbitration, both parties shall submit that documentation which it wishes the Panel to consider. At that time the Panel must also be advised of any additional persons whom they wish to present to the Panel to further defend their case. The Panel will have the discretionary power as to the procedure and admission of evidence.

The Panel shall inform the parties concerned of its decision and, at its discretion, its reason for reaching such a decision.

Last Amended: 13th December 2017



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## AGREEMENTS WITH OTHER SPORTS ORGANISATIONS



### SCOTTISH CYCLISTS' UNION

**AN AGREEMENT made the tenth day of November 1960, amended the eighteenth day of May 1985, and again on the fifteenth day of December 1991 BETWEEN THE BRITISH CYCLING FEDERATION (hereinafter called "the Federation") of the one part and THE SCOTTISH CYCLISTS' UNION (hereinafter called "the UNION") of the other part.**

#### Whereas:

- a) By agreement between the National Cyclists' Union Limited and the Scottish Cyclists' Union administration and control of the sport of cycling in Scotland was vested in the Scottish Cyclists' Union.
- b) The British Cycling Federation has taken over the functions of the National Cyclists' Union Limited and the parties hereto are desirous that the agreement recited in (a) above shall continue subject to the terms and conditions hereinafter set out:

**Now it is hereby agreed and declared by and between the parties hereto as follows:**

1. The administration and control of the sport of cycling in Scotland shall be vested in the Union and for this purpose the Union shall frame its own constitution rules and standing orders provided the same do not contravene or run counter to the constitution bye-laws and technical regulations of the Federation.
2. Members of clubs affiliated to the Union shall be entitled to join the Federation and enjoy all the rights and privileges attached to the class of membership concerned except where those rights and privileges are limited by the terms of this agreement.
3. Members of clubs affiliated to the Union taking part in open competition in time trials, track racing or road racing shall become members of the Federation and those taking part in track racing or road racing shall take out Federation Racing Licences in accordance with Federation bye-laws and technical regulations.

4. The Federation shall pay annually to the Union:
  - (a) an amount equal to 50% net of the appropriate affiliation fee in respect of each member of a Union affiliated club who is also a current Federation member;
  - (b) an amount equal to 30% net of the appropriate licence fee in respect of each licence issued by the S.C.U. Registrar.

The term 'net' shall mean the figure which is left after deduction of the insurance premium and VAT. The Federation shall pay the Union's portion of fees by 1st May in respect of all affiliation and licence fees forwarded to the Federation by 31st March in each year. The balance of the fees for that year shall be paid by 1st November, subject to the Union's end of membership year return having been received by the Federation by 15th October.

5. The Federation shall employ Scottish agents approved by the S.C.U. as and when necessary to deal with legal aid to Federation members resident in Scotland or recruited from clubs affiliated to the Union.
6. The Union shall be entitled to be represented at National Council Meetings of the Federation by one National Councillor in respect of each 200 of its members with the provision that the total number of National Councillors shall not be less than two.
7. The Union shall pay the travelling and hotel expenses of its National Councillors attending National Council Meetings of the Federation.
8. The Federation shall pay the travelling and hotel expenses of any representative of the Union elected by the National Council of the Federation to serve on the Executive Board of the Federation or a Sub-Committee of the National Council of the Federation.
9. The Federation shall nominate a representative of the Union as one of the Federation's delegates to the Union Cycliste Internationale. When that





representative is selected by the Executive Board of the Federation to represent the Federation at a U.C.I. Congress his hotel and travelling expenses shall be paid as follows :

- (a) Scotland-London-Scotland by the Union.
- (b) London-Overseas-London by the Federation.

- 10. Liaison shall take place between the Union and the Federation prior to selection of competitors for the World Championships and Olympic Games. Such liaison shall be conducted by a member of the Union appointed annually by its Executive Committee and a member of the Federation appointed annually by its Executive Board. The Union shall pay the hotel and travelling expenses of its representative at liaison meetings.
- 11. The Federation shall notify the Union of its intention to select a member of a club affiliated to the Union to represent Great Britain before publicising such intention or notifying the individual concerned.
- 12. In order to give effect generally to this agreement the Union shall be bound by the constitution bye-laws and technical regulations the Federation except for the exemptions specified in the schedule hereto.

## The Schedule

By reference to the 1998 Federation Bye-Laws & Technical Regulations the Union shall be exempt from the provisions of Bye-Laws 3.2, 12, 13, 20 and Technical Regulations 14 (a), 63, 64, 73, 98 and 105, PROVIDED ALWAYS that (1) Federation business shall only be discussed and voted upon by Federation members and (2) Members of the Union's National Executive and Appeals Committee shall be members of the Federation.

## Signed on behalf of British Cycling Federation

E. GRAY, OBE  
A. PICKBURN  
R. F. HAYNES  
L. A. UNWIN (Secretary)

## Signed on behalf of Scottish Cyclists' Union

G. A. MILLER  
J. H. TRAIN, MBE  
A. NISBET  
L. M. RANKIN (General Secretary)



# AGREEMENTS WITH OTHER SPORTS ORGANISATIONS



## WELSH CYCLING UNION

**AN AGREEMENT made the first day of November, 1973, and amended the eighteenth day of May, 1985, between the WELSH CYCLING UNION of the one part and the BRITISH CYCLING FEDERATION of the other part.**

**Now it is hereby agreed and declared by and between the parties hereto as follows:**

1. The administration and control of the sport of cycling in Wales shall be vested in the Welsh Cycling Union and for this purpose the Welsh Cycling Union shall frame its own constitution rules and standing orders provided the same do not run counter to or contravene the constitution bye-laws and technical regulations of the British Cycling Federation.
2. Members of Clubs affiliated to the Welsh Cycling Union shall be entitled to join the British Cycling Federation and enjoy all the rights and privileges attached to the class of membership concerned except where those rights and privileges are limited by the terms of this Agreement.
3. Members of Clubs affiliated to the Welsh Cycling Union taking part in open competition in track or road racing shall become members of the British Cycling Federation and shall obtain a British Cycling Federation racing licence.
4. The British Cycling Federation shall pay annually to the Welsh Cycling Union :
  - (a) an amount equal to 50% net of the appropriate affiliation fee in respect of each member of a Welsh Cycling Union affiliated club who is also a current British Cycling Federation member.
  - (b) an amount equal to 30% net of the appropriate licence fee in respect of each licence issued by the W.C.U. Registrar.

The term 'net' shall mean the figure which is left after deduction of the insurance premium and VAT. The Federation shall pay the W.C.U. portion of the fees by 1st May in respect of all affiliation and licence fees forwarded to the

Federation by 31st March in each year. The balance of the fees for that year shall be paid by 1st November, subject to the W.C.U. end of membership year return having been received by the Federation by 15th October.

5. The British Cycling Federation shall employ Welsh agents approved by the W.C.U. as and when necessary to deal with legal aid to British Cycling Federation members resident in Wales or from clubs affiliated to the Welsh Cycling Union.
6. The Welsh Cycling Union shall be entitled to be represented at National Council Meetings of the British Cycling Federation by 1 National Councillor in respect of each 200 of its members with the provision that the total number of National Councillors shall not be less than 2.
7. The Welsh Cycling Union shall pay the travelling and hotel expenses of its National Councillors attending National Council Meetings of the British Cycling Federation.
8. The British Cycling Federation shall pay the travelling and hotel expenses of any representative of the Welsh Cycling Union elected by the National Council of the British Cycling Federation to serve on the Executive Board of the British Cycling Federation or a Sub-Committee of the National Council of the British Cycling Federation.
9. The Welsh Cycling Union shall be entitled to a representative on the British Cycling Federation Commission or sub-committee responsible for discharging the British Cycling Federation commitments in respect of each Olympic Games. The terms and duration of such representation shall be agreed between the British Cycling Federation and the Welsh Cycling Union immediately before preparation commences for an Olympic Games, it being the intention that the attendance of the Welsh Cycling Union representative at Commission meetings shall be limited to those meetings concerned with the selection of officials and competitors, other matters being dealt with by correspondence. The Welsh Cycling Union shall pay the hotel and travelling expenses of its representatives.



10. The British Cycling Federation shall notify the Welsh Cycling Union of its intention to select a member of a club affiliated to the Welsh Cycling Union to represent Great Britain before publicising such intention or notifying the individual concerned.
11. In order to give effect generally to this agreement the Welsh Cycling Union shall be bound by the constitution Bye-Laws and technical regulations of the British Cycling Federation except for exemptions specified in the schedule hereto.

### The Schedule

By reference to the 1998 British Cycling Federation Bye-Laws & Technical Regulations the Welsh Cycling Union shall be exempt from the provisions of Bye-Laws 3.2, 12, 13, 20, 21 and Technical Regulation 14 (a).

### Signed on behalf of British Cycling Federation

E. GRAY, OBE  
A. PICKBURN  
R. F. HAYNES  
L. A. UNWIN (Secretary)

### Signed on behalf of Welsh Cycling Union

J. A. FRISWELL  
S. SULMAN  
D. N. BROOK (Secretary)



## AGREEMENTS WITH OTHER SPORTS ORGANISATIONS



### UK ATHLETICS

#### For Joint Athletic and Cycling Meetings

1. All Athletic Meetings shall be under the Laws of U.K. Athletics (U.K.A). but all cycle races competed for at such Meetings shall be under the Regulations of the British Cycling Federation.
2. Cycle Meetings shall, as regards their general conduct, be under the control of the B.C.F., but all Athletic events shall be competed for under the Rules of the U.K.A.
3. All joint Race Meetings shall be advertised as held under the Regulations of both Organisations.

4. No joint Race Meeting shall be organised unless the Club or Association promoting the Race Meeting has obtained Permits from both U.K.A and the B.C.F. If the promoting Club or Association is not affiliated to U.K.A, the necessary U.K.A Permit must be obtained from the appropriate U.K.A Area Association, County or District Committee, in whose area the event is to be held; if the promoting Club or Association is not affiliated to the B.C.F., the necessary Permit must be obtained from the local Region of the B.C.F.
5. The rules of U.K.A shall govern any complaints made in respect of any athletic competitions. The regulations of the B.C.F. shall govern all complaints made in respect of any cycling competitions. Prizes for athletes will be awarded in accordance with U.K.A Rules and prizes for cyclists will be awarded in accordance with B.C.F. Regulations.



### BRITISH SCHOOLS CYCLING ASSOCIATION

**THIS AGREEMENT is made the first day of January, 1970, between THE BRITISH SCHOOLS CYCLING ASSOCIATION (formerly known as the English Schools Cycling Association and hereinafter called "the Association") of the one part and THE BRITISH CYCLING FEDERATION (hereinafter called "the Federation").**

**It is hereby agreed as follows:**

1. The Association shall affiliate to the Federation.
2. The Federation shall recognise the Association as having control over all racing organised by English schools, subject to such racing being confined to pupils of the promoting school or inter-school contests.
3. All racing must be held on tracks or road circuits completely closed to other traffic.

4. All racing shall be held under the Rules of Racing of the Association. The content of these Rules and any subsequent alterations shall be approved by the Federation.
5. Pupils competing in races held under the terms of Clause 2 of this agreement shall not be required to hold Federation membership or licences.
6. The Association undertakes to encourage pupils to compete in open under 16 races wherever possible and to encourage pupils leaving school to join member clubs of the Federation.
7. All open under 16 racing and racing promoted by member Regions and Clubs of the Federation shall be under Federation control and held in accordance with the Federation Technical Regulations.
8. This agreement shall be terminated following three months notice being given in writing by either party.



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## 2019 MEMBERSHIP

### Membership

Membership prices (2019)						Licence	
	Race Bronze	Race Silver	Race Gold	Ride	Fan		
<b>Senior</b>	£25.00	£45.00	£77.00	£41.00	£24.00	<b>Senior</b>	£40.00
<b>Junior</b>	£25.00	£31.00	£58.00	£31.00	£24.00	<b>Junior</b>	£20.00
<b>Youth</b>	n/a	£25.00	£44.00	£21.00	£24.00	<b>Youth</b>	Free
<b>Under 12</b>	n/a	£17.00	£35.00	£16.00	£24.00	<b>Under 12</b>	Free
<b>Family</b>	n/a	£104.00	£184.00	£96.00	n/a	<b>UCI</b>	£90.00
<b>Life 65- (12x)</b>	n/a	n/a	£924.00	n/a	n/a		
<b>Life 65+ (5x)</b>	n/a	n/a	£385.00	n/a	n/a		

### Club Affiliation

Club & team affiliation prices 2019	
<b>Standard club</b>	£98
<b>Commercially named</b>	£194
<b>Schools – inc. liability insurance</b>	£48
<b>Schools – ex. liability insurance</b>	£23
<b>Sponsors</b>	£68

### Additional Information

- Life membership is available to those having 10 years consecutive membership.
- Standard clubs/teams renewing their affiliation before December 31st each year will receive a £25 discount.
- Commercially named clubs/teams renewing their affiliation before December 31st each year will receive a £50 discount.
- Sponsor fees are payable for up to four registered sponsors of any club/team. Further sponsors are registered free.
- The affiliation fee paid by a Commercially Named club/team shall include the sponsor fee of its main sponsor.
- Newly registered and accredited Go-Ride clubs are exempt from paying any sponsorship fees.
- Youth and under 12 Full Licences are free with race Gold & Race Silver membership.
- Team Managers of Commercially Named teams: £20.
- Team Managers of British Cycling registered UCI Trade Teams: £40.
- Mechanics, Carers and other staff of British Cycling registered UCI Trade Teams: £20.





### Single Day Racing Licences – Road & Track

Event Classification	Race Members with a Provisional Racing Licence		Ride Members or Non Members
	Bronze	Silver / Gold	
Regional A/B/C+	£10.00	£5.00	£10.00
Regional C	£5.00	Free	£10.00
Go Race	Free	Free	£5.00
Open Track Meetings	£10.00	£5.00	£10.00
Track League Meetings	£5.00	Free	£10.00

#### ***Additional Information***

- Juniors are charged 50% of the Senior fees for Single Day Licences.
- Youth non-Race members are charged at £1.50.
- Single Day Licences are not applicable to national events.
- Riders not presenting a valid Full Racing Licence at national events will be required to pay a £10 surcharge



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## 2019 EVENT FEES

### Domestic Events

		HQ Registration Fee	Race Levy	Regional Registration Fee
Road	National A	£100.00	£3.00	n/a
	National B	£20.00	£3.00	£12.00
	Regional A/B	£20.00	£3.00	£12.00
	Regional C+	£10.00	£3.00	£12.00
	Regional C	£10.00	£2.00	£12.00
Closed Road Circuit	National A	£100.00	£3.00	£15.00 (£12.00 Part Day)
	National B	£20.00	£3.00	£15.00 (£12.00 Part Day)
	Regional A/B	£20.00	£3.00	£15.00 (£12.00 Part Day)
	Regional C+	£10.00	£3.00	£15.00 (£12.00 Part Day)
	Regional C+ Series Event	£10.00	£3.00	£8.00
	Regional C+ League Event (confined to affiliated league members)	£10.00	£3.00	£40.00 per league per year or £3.50 per meeting
	Regional C	£10.00	£2.00	£15.00 (£12.00 Part Day)
	Regional C Series Event	£10.00	£2.00	£8.00
	Regional C League Event (confined to affiliated league members)	£10.00	£2.00	£40.00 per league per year or £3.50 per meeting
	Open/Association Meetings	£10.00	£3.00	£12.00
Track	League Meeting (Confined to affiliated league members)	£10.00	£3.00	£40.00 per league per year or £3.50 per meeting
	Open/Association Meetings (With no licence ranking points)	£10.00	£2.00	£12.00
	League Meeting (With no licence ranking points, confined to affiliated league members)	£10.00	£2.00	£40.00 per league per year or £3.50 per meeting
	Youth Only	£10.00	£1.50	n/a
Go Race (including Go-MTB, Go-Cross, Go-BMX)		£10.00	£1.50	n/a
Mountain Bike	Cross Country & Downhill	£20.00	£3.00	n/a
BMX	National A & B/Regional A & B	£10.00	£3.00	n/a
	Regional C/Non-Ranking	£10.00	£2.00	n/a
Cyclo-Cross	Standard Events	£10.00	£3.00	
Cycle Speedway	Standard Events	£3.00	£1.50	n/a
Non-Competitive		£50.00	£1.20	



## International Events

	HQ Registration Fee	Race Levy	Regional Registration Fee
Stage & Single Day Road Races/Time Trial	Apply to HQ	Apply to HQ	n/a
Professional Road Race Promotion (non-club)			
Standard Track Meeting			
Professional Track Promotion (non-club)			
International Mountain Bike Event			

### Additional Information

- Event registration fees must be paid online when registering the event or, for paper registration, to the Regional Competition Administrator. Payment may be staggered for league registrations subject to prior agreement with British Cycling HQ.
- Registration and levy fees are payable per day of racing/riding.
- All rider levies are payable within seven days of the event.
- Event registration forms and fees for non-competitive events should be sent direct to British Cycling Headquarters.
- For Youth and Under 12 riders the rider levy is restricted to £1.50.
- 'Part Day' Events are limited to a morning, afternoon or evening.



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# TECHNICAL REGULATIONS

**Note:** Also see supplementary Technical Regulations for BMX, Cycle Speedway, Cyclo-Cross and Mountain Bike Racing.

*Clubs and Regions wishing to propose alterations to Technical Regulations should note that where the proposition conflicts with any agreement with another body it will be necessary to seek the agreement of that body before the change can come into force.*

## 1 APPLICATION

- 1.1 Subject always to the overriding authority of the Memorandum & Articles of Association and Rules of the British Cycling Federation and the provisions of the following:
  - 1.1.1 an agreement dated the 18th May 1985 between the Welsh Cycling Union and the Federation;
  - 1.1.2 an agreement dated the 15th December 1991 between the Federation and the Scottish Cyclists Union;
  - 1.1.3 an agreement dated the 1st January 1970 between the British Schools Cycling Association and the Federation;
- 1.2 Where relevant, these Regulations shall apply to all BMX, Cycle Speedway, Cyclo-Cross, Mountain Bike, Road, Circuit, Track or Roller Racing authorised under these Regulations. Supplementary Regulations shall also apply for BMX, Cycle Speedway, Cyclo-Cross and Mountain Bike races as indicated in the appropriate section of this Rulebook.
- 1.3 The Technical Regulations apply to both sexes.
- 1.4 The Board of the Federation may, in exercise of the power conferred on it by the Federation's Rules, but subject always to the limitations laid down in this regulation, take any steps it thinks fit in the best interests of the racing authorised under these Regulations. In particular the Board may exercise all or any of the powers specifically given to Regions in these Regulations. Members of the Federation's Board and members of the Federation's staff shall, upon proof of identity, have free access to any track or enclosure used for racing under these Regulations.

## 2

## DEFINITIONS

- 2.1 In these Regulations, and in the racing authorised under these Regulations, the following terms shall, where the context so admits, have the following meanings:
  - 2.1.1 **BANNED SUBSTANCES** - any of the categories of substances and doping methods included in the list of banned substances and methods adopted and published by the Union Cycliste Internationale and referred to in the Anti Doping Regulations of the Federation.
  - 2.1.2 **CIRCUIT RACE** or **CIRCUIT RACING** or **CLOSED CIRCUIT RACE** - a race or racing on roads in an enclosed area such as a park, motor racing circuit, or disused airfield, and not subject to the provisions of the Cycle Racing on Highways Regulations, 1960.
  - 2.1.3 **CIRCUIT RACE LEAGUE** - a series of more than ten mid-week race meetings confined to members affiliated to the league which provides racing for all categories.
  - 2.1.4 **CLUB RACE** or **CLUB EVENT** - a race or event open only to members of groups of the same club, school, or similar organisation.
  - 2.1.5 **COMPETE** - the act of taking part in any event or attempting any record authorised by these Regulations.
  - 2.1.6 **COMPETING UNDER THESE REGULATIONS** - an entrant to any event authorised by these Regulations shall be deemed to be competing under these Regulations from the time that he either first enters a track centre until the end of the meeting or he signs on for a road or circuit race until his licence is returned to him.
  - 2.1.7 **CONFINED RACE** or **CONFINED EVENT** - a race or event open only to members of groups of clubs, Associations of Clubs, or similar organisations, affiliated to the Federation.
  - 2.1.8 **HANDICAP ROAD RACE** or **HANDICAP ROAD RACING** - a road race or racing taking place on public roads, whether open or closed to members of the public at the time of racing, between two or more approximately equal sized, groups of riders, handicapped by time according to ability category.





- 2.1.9 INTERNATIONAL EVENT - an event involving riders from more than four overseas Federations, plus a BCF National Team selection.
- 2.1.10 MATCH or MATCH RACE - a race between riders on not more than two cycles, or a race between not more than two teams.
- 2.1.11 OPEN RACE or OPEN EVENT - a race or event open to any licensed affiliated or individual member of the Federation.
- 2.1.12 POINTS RACE - a road or track race or racing, scratch or handicap, whereby points are awarded during the race or racing to determine the final placings.
- 2.1.13 RIDER - Any competitor taking part in a cycle race or related activity.
- 2.1.14 ROAD CRITERIUM SERIES - a series of events (with a minimum of three and a maximum of eight races) in which the award of individual placings or prizes, or both, is determined by the total points accumulated throughout the series. Entries must be for the whole series. Road criterium events must not exceed 100 kilometres.
- 2.1.15 ROAD RACE or ROAD RACING - a race or racing on public roads whether open or closed to members of the public at the time of racing, but where the race or racing is on a circuit or closed public roads it may be termed a closed circuit criterium all such racing must conform to the provisions of the Cycle Racing on Highways Regulations 1960 (Statutory Instrument No. 250 of 1960), the Amendment of 1980 (Statutory Instrument No. 1185), the Amendment of 1988 (Statutory Instrument No. 215) (the Regulations) and the Amendment of 1995 (Statutory Instrument No. 3241 of 1995).
- 2.1.16 ROAD RACE LEAGUE - a collection of Clubs associated together to promote road races for their members.
- 2.1.17 T.R. - Abbreviation of Technical Regulation(s)
- 2.1.18 TRACK - a symmetrical circuit (preferably under 500 metres) constructed for cycle racing and generally having banked corners. The surface may be concrete, asphalt, wood, shale, cinders or grass, the dimensions being in accordance with the current

recommendations of the Federation. The racing will be in an anti-clockwise direction.

- 2.1.19 TRACK RACE or TRACK RACING or TRACK MEETING - all forms of cycle racing on facilities as referred to in T.R. 2.1.18.

- 2.1.20 TRACK LEAGUE - a series of 6 or more race meetings confined to members affiliated to the league which provides racing for all categories.

## 3 CYCLES

- 3.1 The following cycles only are eligible for races held under these Regulations, and in every case the whole motive power must be that of the rider or riders:
- 3.1.1 For Bicycle Races. Any two-wheeled one-track cycle carrying one rider.
- 3.1.2 For Tandem Bicycle Races. Any two-wheeled one-track cycle carrying two riders seated one directly behind the other.
- 3.1.3 For Tricycle Races. Any three-wheeled cycle, two or more tracked, carrying one rider, the width of the track made by its wheels being at least 18 inches, and having all wheels on the ground.
- 3.1.4 For Tandem Tricycle Races. Any cycle fulfilling the conditions of T.R. 3.1.3. with the exception that it carries two riders, seated one directly behind the other.
- 3.1.5 For Multicycle Races. Any cycle carrying three or more riders, all seated one directly behind another.
- 3.1.6 For Handcycling Races. Disabled users of hand and arm propelled tricycles (referred to as "Handcycles") may compete on machines as approved by the BCF Technical Commission and defined in T.R. 3.5.
- 3.2.1 All cycles shall have their wheels securely fastened to their frames, with their tyres, if of tubular construction, secured firmly by tubular cement or similar means.
- 3.2.2 In motor-cycle paced events both wheels of the pace following cycle must have the tyre bound on to the rim by two continuous bands, divided by the tread and passing under the rim and stuck one to the other. The bands must



## TECHNICAL REGULATIONS

also be stuck to the walls of the tyre and the rim. Pedals shall not overlap the front wheels.

3.2.3 Handlebar ends shall be plugged, not merely covered by tape, and other projections shall be protected as far as possible.

3.2.4 Cycles used for track racing shall not be fitted with freewheels, quick release wheels, wing nuts, brakes or similar accessories, except by permission of the Board or the Region concerned. Riders may carry no object on them or on their bicycles that could drop onto the track. They may not bear or use on the track any music player or radio communication system. In addition, any electronic device with display (for instance speedometer or powermeter) must be hidden so that it cannot be read by the riders.

3.2.4.1 Tyres used for grass track racing must have treads suitable for such racing.

3.2.5 Cycles used for road or circuit racing shall be fitted with a freewheel and two independent brakes in good working order, with their brake levers securely fastened to the handlebars. The use of disc brakes is permitted.

3.2.6 In all track events Youth B and younger riders shall conform to the following requirements, except where dispensation under T.R. 3.3.3 is supplied -

Wheels shall have a maximum rim depth of 35mm, have minimum of 16 and a Maximum of 40 spokes. Spokes can be round, flattened or oval but must not exceed 10mm in width.

Machines with dropped handlebars shall be used. Tri-bars, arm extensions and/or arm pads shall be prohibited.

3.2.7 In all circuit events Youth B and younger riders shall conform to the following requirements:

Wheels shall have a maximum rim depth of 35mm, have a minimum of 16 and a maximum of 40 spokes. Spokes can be round, flattened or oval but must not exceed 10mm in width. Tri-bars, arm extensions and/or arm pads shall be prohibited.

3.2.8 Pumps, spare tyres and race computers must be securely fastened. All other equipment not essential for racing purposes must be removed.

3.2.9 In all other respects cycles shall be in accordance with the requirements as laid down from time to time by the Board.

3.2.10 Where a rider is found to be using a machine which in the opinion of the Chief Commissaire presents a danger to himself or others he shall be withdrawn from the event and reported to the Region issuing the permit.

3.2.11 It is the responsibility of the competitor and/or the parent or guardian in the case of under 18s, to ensure that for every race held under these regulations his cycle is in a safe condition.

### 3.3 Gear Restrictions

3.3.1 In all road events (other than events promoted in accordance with T.R. 7.13) juniors shall be restricted to a maximum gear such that the distance covered per crank revolution is 7.93 metres. The gear restriction shall not apply to seniors.

3.3.2 In all events other than under the provisions of 3.3.3 below, Youth category riders shall be restricted to maximum gears as shown in the following table.

YOUTH CATEGORY GEAR RESTRICTIONS			
CATEGORY	ROAD RACING	TRACK RACING	ROLLER RACING
YOUTH A	6.93 metres	6.93 metres	7.93 metres
YOUTH B	6.45 metres	6.45 metres	7.40 metres
YOUTH C	6.05 metres	6.05 metres	6.94 metres
YOUTH D	5.40 metres for all events		
YOUTH E	5.10 metres for all events		

3.3.3 For track and roller racing events where a Youth A or B rider has received dispensation to compete against riders of an older category, then the rider shall be permitted to utilise the gearing applicable to that older category.

3.3.4 Gear checks must be performed on the equipment of all riders subject to gear restrictions. Supplementary gear checks may take place after the race.

3.4 Other than as set out in this Regulation, the Board requires cycles to comply with UCI Regulations covering bicycles.



## 3.5 Handcycles

- 3.5.1 Handcycling is for riders who normally require a wheelchair for general mobility and are not able to use a conventional bicycle because of severe lower limb disability. For competition, riders must satisfy the specific disability requirements for handcycling, as currently specified by the UCI. A purpose built handcycle, or a wheelchair with a handcycle attachment, should conform to the following specification.
- 3.5.1.1 An upright, or semi-recumbent, tricycle with an open frame of tubular construction and a safe and effective method of steering.
- 3.5.1.2 Motive power must be from the hands, arms and upper body only, through a conventional cycle drive train, of crank arms, chainwheels, chain and gears, with handgrips replacing foot pedals. Cranks need not be at 180 degrees to each other.
- 3.5.1.3 Wheels and tyres must be conventional cycle components, with modified hub attachment if necessary and a maximum tyre size of 700c.
- 3.5.1.4 Two independent brakes must be fitted. It is recommended that one or both brakes can be locked to act as a parking brake.
- 3.5.1.5 The final drive will normally be to the single front wheel and the largest chainwheel must have a guard securely fitted to protect the rider.
- 3.5.1.6 Maximum frame tube dimension, irrespective of tube material, or profile, to be 80mm. Any fillets, or ribs, inserted at joins between tubes, must be for strengthening purposes only. Non-functional, aerodynamic devices are not permitted for competition.
- 3.5.1.7 Leg and foot rests must be fitted as necessary, with a secure means of protecting static lower limbs from all moving parts.
- 3.5.1.8 The rider must be seated in a relatively upright position, with bodyweight supported through the seat. Although a backrest is permitted, the riding position must not be reclined backwards so that the backrest provides the primary upper body support.

## 3.6 Equipment Checks

- 3.6.1 Before the start, or after the conclusion of any competition or stage of competition, any equipment used by a rider (including, but not limited to cycles, wheels, gears, helmets and clothing) may be subject to inspection in order to ascertain compliance with these regulations.
- 3.6.2 If, before the start, any equipment is found not to comply with the regulations, the rider shall not be permitted to use that equipment.
- 3.6.3 If, after the start, any equipment is found not to comply with the regulations, the rider shall be disqualified.
- 3.6.4 If, in the opinion of the Chief Commissaire, there has been a deliberate attempt to gain an advantage by using non-conforming equipment, the Chief Commissaire shall report the rider, and any other potentially relevant parties, to the British Cycling disciplinary process for further action.

## 4 LICENCES

- 4.1.1 Every entrant in a race held under these Regulations (other than as provided in Bye-Law 3.5, T.R. 7.13, an entrant in Roller Racing held in Federation Territory or a member of an overseas Federation) and those officials detailed in these Regulations must be members of the Federation.
- 4.1.2 Licences shall be issued in accordance with the current Regulations of the Union Cycliste Internationale.
- 4.1.3 The member must have obtained a licence from the Federation before the race in question other than for time trials held under Federation Regulations.
- 4.2 The following licences shall be issued by the Federation
- 4.2.1 Racing
- 4.2.2 Team Manager
- 4.2.3 Commissaire
- 4.2.4 Time Keeper
- 4.2.5 Motor Pacer



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4.2.6 Masseur

4.2.7 Anti Doping Inspector

4.2.8 Doctor

4.2.9 Mechanic

4.3.1 The issue of Racing Licences is governed by T.R. 4.4.

4.3.2 All other licences are issued under conditions laid down from time to time by the Board.

### 4.4 Racing Licences

4.4.1 Racing Licences issued by virtue of Bye-Law 3.5 shall be valid for all racing disciplines.

4.4.2 A licence other than a temporary single or Provisional event licence shall expire on 31st December of the year for which it is issued.

4.4.3 Where a licence holder is under suspension extending into a period requiring a new licence, no new licence shall be issued until the period of suspension has expired.

4.4.4 A licence may be withheld or withdrawn on medical grounds and licence holders must advise the Chief Executive of any disability or medical condition, physical or mental, which could affect their ability to ride safely as a racing cyclist. The Chief Executive may refer such matters to the Board or the Medical Commission.

4.5.1 The racing licence will carry the separate discipline, age and ability categories of the rider.

4.5.2 Should the licence holder change any category during any year, then a new licence will be issued free of charge showing the new category.

4.5.3 Riders upgraded during the year will start the following season with their new category, where appropriate, even if they have obtained no points in their new category.

4.5.4 Each rider will start with zero points at the beginning of each year (i.e. no points will be carried forward from the previous year).

4.6 Licences will be required to carry a photograph showing a good likeness of the holder and it is the responsibility of the holder to affix such a photograph.

### 4.7 Temporary Licences

4.7.1 No such temporary licence shall permit a rider to ride in any other category than if he had taken out an annual licence.

4.7.2 Acceptance of a temporary licence will constitute an acceptance of and an agreement to comply with and to be bound by the Bye Laws, the Technical Regulations and the Disciplinary Rules and a breach of the Technical Regulations and/or the Disciplinary Rules by a temporary licence holder may result in disciplinary action being taken against him or her thereunder, whether or not he or she was a member of the Federation at the time of such breach.

4.7.3 All temporary licence holders under 18 years of age shall submit a parental consent form and all riders, regardless of age, shall pay any entry fee and levy in addition to the licence fee. The completed signing on sheets shall retained by the Race Organiser who shall forward them with the levies to the Region Treasurer.

4.7.4 Only holders of full annual racing licences may compete in National Championships, other national level events, Regional Championships plus events falling under Technical Regulation 15.2 except where specific competition regulations specify otherwise. Temporary licences are not acceptable for these events.

## 5 AGE CATEGORIES

Licences, which shall be valid for all disciplines, shall be issued as follows:

### 5.1 Youth

5.1.1 **Youth E** - Under 8 - Until 31 December in year of 8th birthday.

5.1.2 **Youth D** - Under 10 - From 1 January in year of 9th Birthday until 31 December in year of 10th birthday.

5.1.3 **Youth C** - Under 12 - From 1 January in year of 11th Birthday until 31 December in year of 12th birthday.



5.1.4 **Youth B** - Under 14 - From 1 January in year of 13th Birthday until 31 December in year of 14th birthday.

5.1.5 **Youth A** - Under 16 - From 1 January in year of 15th Birthday until 31 December in year of 16th birthday.

**Note:** Whilst the above categories may be grouped together in events, promoters should be conscious of the range of abilities of riders within the youth categories. This can be helped by running events for different age groups, different sizes, similar ability, by forming suitable handicaps or by offering separate awards for different groups. Girls are permitted to compete in events open to, and for awards available to, those Boys of the next youngest age category at the discretion of the chief Commissaire. In such situations, such Girls must restrict themselves to that gear restriction as per the Boy's category. Two or three shorter races on an omnium basis may also be more suitable than one longer race.

## 5.2 Junior

5.2.1 Junior - To any male or female junior member of the Federation.

5.2.2 A member who has not reached his 18th birthday may not compete without having provided the consent of their parent or guardian in the form as prescribed from time to time by the Board.

5.2.3 Applicants for an annual licence must send such a Parental Consent Form, duly completed and signed, to Federation Headquarters and any licence issued is only valid if such a form has been received. At the time of application for an annual licence the parent's or guardian's signature must be witnessed by an official of the member's club or other responsible adult.

## 5.3 Senior

5.3.1 Senior - To any member of the Federation from the 1st January of the year of their 19th birthday.

5.3.2 All licences issued to seniors will be further categorised by age:

5.3.3 Under 23 To any male member from 1st January of the year of their 19th birthday until 31st December of the year of their 22nd

birthday. A rider registered as a member of a U.C.I. Pro-Tour or Professional Continental Trade Team shall be ineligible to compete in the Under 23 category on the road.

5.3.4 Over 23 - from 1st January of the year of their 23rd birthday.

5.3.5 **Master** - Any member from the 1st January of the year of his 30th birthday who is not a member of a U.C.I. Pro-Tour or Professional Continental Trade Team in the discipline of that event Master's age groupings are Group A: 30-34, Group B: 35-39, Group C: 40-44, Group D: 45-49, Group E: 50-54, Group F: 55-59, Group G: 60-64, Group H: 65-69 Group I: 70-74 and Group J: 75+.

**Note:** Riders aged over 30 are advised that this definition of a Master only applies to events run under the Technical Regulations of British Cycling Federation

5.3.6 Disabled - To any member of the Federation of any age who satisfies the minimum disability requirements as currently specified by the Union Cycliste Internationale. Classes of disability include locomotor, amputee, deafness, visual impairment, cerebral palsy and learning disabilities.

5.4.1 Riders eligible for the Masters and Disabled categories may take part in events organised solely for those categories.

5.4.2 While competing in such events the riders shall be eligible for the groupings as indicated.

5.4.3 All age groupings are defined as being on the 1st January of the year of the appropriate birthday. For cyclo-cross age definitions refer to the cyclo-cross specific technical regulations.





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### SYNOPSIS OF AGE CATEGORIES FOR 2019

CATEGORY	QUALIFICATION FOR 2019	
YOUTH E UNDER 8	born in 2011 or later	Until 31st December of year in which 8th birthday falls
YOUTH D UNDER 10	born in 2009 or 2010	From 1st Jan of year in which 9th birthday falls to 31st December of year in which 10th birthday falls
YOUTH C UNDER 12	born in 2007 or 2008	From 1st Jan of year in which 11th birthday falls to 31st December of year in which 12th birthday falls
YOUTH B UNDER 14	born in 2005 or 2006	From 1st Jan of year in which 13th birthday falls to 31st December of year in which 14th birthday falls
YOUTH A UNDER 16	born in 2003 or 2004	From 1st Jan of year in which 15th birthday falls to 31st December of year in which 16th birthday falls
JUNIOR	born in 2001 or 2002	From 1st Jan of year in which 17th birthday falls to 31st December of year in which 18th birthday falls.
UNDER 23	born in 1997, 1998, 1999 or 2000	From 1st Jan of year in which 19th birthday falls to 31st December of year in which 22nd birthday falls.
OVER 23	born in 1996 or earlier	From 1st Jan of year in which 23rd birthday falls.
MASTER A 30 – 34	born in 1985, 1986, 1987, 1988 or 1989	From 1st Jan of year in which 30th birthday falls to 31st December of year in which 34th birthday falls.
MASTER B 35 – 39	born in 1980, 1981, 1982, 1983 or 1984	From 1st Jan of year in which 35th birthday falls to 31st December of year in which 39th birthday falls.
MASTER C 40 – 44	born in 1975, 1976, 1977, 1978 or 1979	From 1st Jan of year in which 40th birthday falls to 31st December of year in which 44th birthday falls.
MASTER D 45 – 49	born in 1970, 1971, 1972, 1973 or 1974	From 1st Jan of year in which 45th birthday falls to 31st December of year in which 49th birthday falls.
MASTER E 50 – 54	born in 1965, 1966, 1967, 1968 or 1969	From 1st Jan of year in which 50th birthday falls to 31st December of year in which 54th birthday falls.
MASTER F 55 – 59	born in 1960, 1961, 1962, 1963 or 1964	From 1st Jan of year in which 55th birthday falls to 31st December of year in which 59th birthday falls.
MASTER G 60 – 64	born in 1955, 1956, 1957, 1958 or 1959	From 1st Jan of year in which 60th birthday falls to 31st December of year in which 64th birthday falls.
MASTER H 65 – 69	born in 1950, 1951, 1952, 1953 or 1954	From 1st Jan of year in which 65th birthday falls to 31st December of year in which 69th birthday falls.
MASTER 70 – 74	born in 1945, 1946, 1947, 1948 or 1949	From 1st Jan of year in which 70th birthday falls to 31st December of year in which 74th birthday falls.
MASTER J 75 +	born in 1944 or earlier	From 1st Jan of year in which 75th birthday falls.

**Note:** For cyclo-cross age categories, refer to the specific cyclo-cross regulations.



## 6 ABILITY CATEGORIES, EVENT CLASSIFICATION AND LICENCE POINTS

6.1 All junior and senior licence holders, male or female, irrespective of the age category into which they fall will be categorised by their ability. Riders of the same ability category will continue to compete together in races irrespective of their age category, except in the case of events organised for specific age related groups.

6.2 Ability categories will be as follows:

6.2.1 **4th Category** - new junior or senior licence holder. As a guide this will equate to Fun Category in Mountain Biking.

6.2.2 **3rd Category** - To any junior or senior licence holder who has gained at least 12 points during any one season whilst holding a 4th category licence. As a guide this will equate to Sport Category in Mountain Biking. Riders are not downgraded to 4th category once a 3rd category licence has been achieved.

6.2.3 **2nd Category** - To any junior or senior licence holder who has gained 40 points during any one season whilst holding a 3rd category licence. As a guide this will equate to Expert Category in Mountain Biking.

6.2.3.1 To retain a 2nd category licence for the following season, a rider must obtain at least 25 points in events open to that category of rider.

6.2.4 **1st Category** - To any junior or senior licence holder who has gained 200 points during any one season whilst holding a 2nd category licence. As a guide this will equate to most Elite Category riders in Mountain Biking with the exception of those in the top 10 of the BC National Rankings.

6.2.4.1 To retain a 1st category licence for the following season, a rider must obtain at least 100 points in events open to that category of rider.

6.2.5 **Elite Category** - To any member who:

6.2.5.1 has gained 300 points during the previous season whilst holding an elite or 1st category licence,

6.2.5.2 at the 31st December of the previous year was listed in the top 10 riders in the Senior Men's National Cross Country Mountain Bike Ranking System.

6.2.6 **Junior Riders** – On reaching the Junior age category, existing licence holders will be awarded initial ability categories as follows:

6.2.6.1 4th Category – any rider who has gained no Youth licence points in the previous year.

6.2.6.2 3rd Category – any rider who has gained Youth licence points in the previous year.

6.2.6.3 2nd Category male – Any rider who has achieved:  
Top 15 in the Youth A Boys in the previous year's National Circuit Race Series.  
Top 10 in the Youth A Boys in the previous year's Track Omnium Series.  
Top 3 in Any in the previous year's Road/Track Youth A Boys National Championship.  
Top 10 in Youth A Boys National Rankings in the previous season.

6.2.6.4 2nd Category female – Any rider who has achieved:  
Top 5 in the Youth A Girls in the previous year's National Circuit Race Series.  
Top 10 in the Youth A Girls in the previous year's Track Omnium Series.  
Top 3 in any in the previous year's Road/Track Youth A Girls National Championship.  
Top 5 in Youth A Girls National Rankings in the previous season.

6.2.6.5 Junior riders will not be eligible for elite licences.

6.2.7 **Dispensation**

6.2.7.1 Masters over the age 40 having gained an elite category licence may apply to Headquarters for a first category licence if that is their wish.

6.2.7.2 At the discretion or instruction of the Board, a rider who, although not meeting the criteria set out in T.R. 6.2.1 to T.R. 6.2.6, may be issued with a licence of a different category.

6.2.7.3 Category B Youth riders who gain 50 licence category points in the year of competition may apply to the Board for dispensation to compete for the remainder of that year in closed road events restricted to Youth A riders. This



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dispensation does not extend to national and regional championships, which must be ridden in the listed age category of the rider.

6.2.7.4 Category A Youth riders who gain 50 licence category points in the year of competition, may apply to the Board for dispensation to compete for the remainder of that year against riders of any older category in closed road events. This dispensation does not apply to National A events, or to national and regional championships, which must be ridden in the listed age category of the rider.

6.2.7.5 Category A and B Youth riders may, at the discretion of the Chief Commissaire, apply for dispensation to compete in track events open to Junior category riders. Youth B riders are not permitted to compete in track events open to Elite or First category senior riders. Youth C and younger riders may not compete in any track national championship.

6.2.7.6 Riders receiving dispensation under T.R. 6.2.7.3 to 6.2.7.4 shall be issued with an authorisation card and this must be produced by the rider when signing on at events to which the dispensation applies.

### 6.3 Event Classification

6.3.1 Road and Circuit events, other than those exclusively for Youth riders, Juniors, Women or Masters shall be classified as follows:

6.3.1.1 **National A** – open to Senior male Elite, 1st and 2nd category riders. National A closed road circuit races shall also be open to 1st and 2nd category Junior riders.

6.3.1.1.1 Only one National A event shall be held on the same day.

6.3.1.1.2 The minimum distance for a single day road race shall be 130 km if terrain is demanding, rising to a maximum of 180 km on flatter terrain.

6.3.1.1.3 The minimum distance for a road stage of a stage race shall be 80 km.

6.3.1.1.4 The minimum time for a circuit race shall be 60 minutes, and the maximum 90 minutes.

6.3.1.1.5 The main prize list shall be a minimum of £2,000. Prize money shall be paid to riders placed at least 1st to 20th, in accordance with the following structure:

1st - 20%	2nd - 15%	3rd - 12%
4th - 8.5%	5th - 7%	6th - 6%
7th - 5%	8th - 4%	9th - 3.5%
10th - 3%	11th - 2.5%	12th-14th - 2%
15th-17th - 1.5%		18th to 20th - 1%

6.3.1.2 **National B** – open to Senior male Elite, 1st, 2nd and 3rd category riders, final year Junior male 1st, 2nd and 3rd category riders and Senior female Elite, 1st and 2nd category riders. Where the minimum distance for a road race is not achieved, the race shall be open to all Junior male 1st, 2nd and 3rd category riders and all Junior female 1st and 2nd category riders.

6.3.1.2.1 The minimum distance for a road race shall be 120 km or 100 km with a minimum of 1,500m of climbing over the course of the race distance.

6.3.1.2.2 The minimum time for a circuit race shall be 60 minutes.

6.3.1.3 **Regional A** – open to Senior and Junior male 2nd, 3rd and 4th category riders and Senior and Junior female riders of all categories.

6.3.1.3.1 The minimum distance for a road race shall be 80 km.

6.3.1.3.2 The minimum time for a circuit race shall be 50 minutes.

6.3.1.4 **Regional B** – open to Senior and Junior male 3rd and 4th category riders and Senior and Junior female riders of all categories

6.3.1.4.1 The maximum distance for a road race shall be 90 km.

6.3.1.4.2 The minimum time for a circuit race shall be 40 minutes.

6.3.1.5 **Regional C+ and Regional C** – open to Senior and Junior riders of all categories, to be run as a handicap event, or other appropriate format. Such events may also be restricted to 4th Category riders only.





6.3.1.5.1 The minimum time shall be 60 minutes, and the maximum 90 minutes. Where the circuit is too small to allow for a handicap event which meets the minimum time requirement, the organiser may choose to use an alternative format, provided that the chosen format reasonably caters for the widest possible range of ability.

6.3.1.6 **Go Race** – open to 4th category riders, British Cycling members without racing licences and non-members. Youth A & B riders without any licence ranking points in the current year may also compete in these events. Such events must be no more than 30 minutes in duration and off the open highway.

6.3.2 Time Trials shall be run as Regional C+ or Regional C events.

### 6.4 Licence Points

6.4.1 Licence points are awarded as shown in the table below:

POINTS BAND	1	2	3	4	5
Position	Nat A Road	Nat B Road Nat A Circuit	Reg A Road Nat B Circuit	Reg B Road Reg A Circuit	Reg C + Reg B Circuit
1	100	60	30	15	10
2	85	52	25	12	8
3	75	45	21	10	7
4	66	40	17	8	6
5	58	35	14	6	5
6	51	31	12	5	4
7	45	27	10	4	3
8	39	23	8	3	2
9	34	20	7	2	1
10	29	17	6	1	1
11	25	15	5		
12	21	13	4		
13	18	11	3		
14	15	9	2		
15	12	7	1		
16	10	6			
17	8	5			
18	6	3			
19	4	2			
20	2	1			

6.4.2 Regional C and Go Race events do not qualify for licence points.

6.4.3 For stage races, points shall be awarded for final standings in the general classification.

6.4.4 Where the minimum road race distance, as defined in T.R. 6.3, is not achieved, the next lower points band allocation is utilised.

6.4.5 For specific road and circuit events, other than those restricted to women or youth riders, the following points bands shall apply:

EVENT	POINTS BAND
National A Stage Race: Individual Stage (including Time Trials)	3
National B Stage Race: Individual Stage (including Time Trials)	4
Regional Stage Races: Individual Stage (including Time Trials)	5
National Championship or National Series event for Juniors	2
Other event open only to Juniors	3
National Championship or National Series event for Masters	3
Other event open only to Masters	4
National Championships for Paracycling sport groups MC5, FC5, MC4, FC4, MB & FB.	4

6.4.6 For road and circuit events restricted to women, the following points bands shall apply:

EVENT	POINTS BAND
National Championship Road Race for Women	1
National Championship Circuit Race or National Series Road Race for Women	2
National Series Circuit Race event for Women	3
Other Road Race event for Women: (E/1/2/3 Category)	3
Other Road Race event for Women: (2/3/4 Category or 3/4 Category)	4
National Series Stage Race for Women: Individual Stage (including Time Trials)	4
Other Circuit Race event for Women: all categories	4
Other Stage Race for Women: Individual Stage (including Time Trials)	5
Other Circuit Race event for Women: 3/4 category only	5

6.4.7 Points Band 5 shall apply to all closed road circuit races run between 1st November and 28th February, and to weekday closed circuit races taking place on 'permanent traffic free' facilities throughout the year, other than those covered by T.R. 6.4.2 or T.R. 15.2.



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- 6.4.8 For road and circuit races with fewer than 10 entrants, the licence points awarded will be limited to 3 points for the winner, 2 points for 2nd place and 1 point for 3rd place.
- 6.4.9 For track racing, only endurance non-handicap events, including pursuits and time trials of not less than 3 km, and the final standings in track leagues, shall qualify for licence points, except for events restricted to Youth riders. For omnium events, only the final overall result shall qualify. The following points bands shall apply, but only the first six shall receive points:

EVENT	POINTS BAND
Senior & Junior World Championships	2
Other UCI Calendar Races	3
National Championship or National Series event	4
Final standings in Track Leagues	4
Standard event	5

- 6.4.10 Where there are fewer than 10 entrants for an open meeting track race of 3km or over and not restricted to youth riders, the licence points awarded shall be limited to 3 points for the winner, 2 points for 2nd place and 1 Point for 3rd. This shall be multiplied by 3 for National Championships.
- 6.4.11 For track races limited to riders of Masters E age and older, the awarding of licence points shall be by rider claim.
- 6.4.12 **Youth Competition**
- 6.4.12.1 For road and circuit events, and open track races including the overall result (but not the constituent part of any Omnium Competition or Course des Primes), restricted to Youth A or Youth B riders, the following points bands shall apply:

EVENT	POINTS BAND
National Championship	3
National Series event	4
Standard event	5

Where a Youth race includes riders of both genders, and/or both A and B categories, then points shall be awarded as if all categories and genders are separate races.

Where there are fewer than 10 entrants for any category, the licence points awarded will be limited to 3 points for the winner, 2 points for 2nd place and 1 point for 3rd place. For Youth C or younger category riders, no points shall be awarded.

- 6.4.13 In the case of equalities of placing, the relevant combined points shall be divided amongst the riders concerned equally and rounded up to the nearest whole number.
- 6.4.14 A rider who has obtained sufficient points for upgrading, but who has entered an event for which the closing date has passed under his current category may compete in that event but will not be eligible for any upgrading points.
- 6.4.15 Where an event is restricted to specific categories of senior rider it shall only be open to similar categories of Masters.
- 6.4.16 Senior riders selected for international duty shall be issued with an elite category licence in the following season. Junior riders shall receive a first category licence.
- 6.4.17 In the case of events restricted to members of the same club no points will be awarded.

**Note:** *Surplus points remaining after an upgrade shall be carried forward in the new category (e.g. a third category rider has 33 points to date. In the next race the rider gains 10 points to reach a total of 43. 40 points are lost through upgrading and the remaining 3 are carried forward to be credited towards the rider's second category licence).*

### 6.5 National and Regional Rankings

- 6.5.1 Licence points gained in National events will be utilised to determine the following National rankings:
- 6.5.1.1 National Individual Rankings. A ranked list of all riders will be determined by total points scored in National events, and produced for Elite, 1st, 2nd and 3rd category riders.
- 6.5.1.2 National Club /Team Rankings. A ranked list of clubs / teams will be determined by total points scored in National events, with a maximum of 3 scoring riders per Club / Team in any one event.
- 6.5.1.3 National Region Rankings. A ranked list of all Regions will be determined by total points



- scored in National events, with a maximum of three scoring riders in any one event.
- 6.5.1.4 Women's Rankings. Separate National Individual, Club / Team and Region rankings will also be produced for women. Such rankings will be determined by total points scored in all events, and in the case of Individual rankings, will be produced for all ability categories.
- 6.5.1.5 National Youth A Rankings. A ranked list of all Youth A riders will be determined by total points scored in Youth A events. Points scored in non-Youth A events (for example, where a rider has dispensation to ride in Junior events) shall not count towards a riders Youth A ranking. Separate lists shall be produced for boys and girls.
- 6.5.1.6 National Youth B Rankings. A ranked list of all Youth B riders will be determined by total points scored in Youth B events. Points scored in non-Youth B events (for example, where a rider has dispensation to ride in Youth A events) shall not count towards a riders Youth B ranking. Separate lists shall be produced for boys and girls.
- 6.5.1.7 No national rankings shall be produced for Youth C or younger category riders.
- 6.5.2 Licence points gained in Regional events will be utilised to determine the following Regional rankings:
- 6.5.2.1 Regional Individual Rankings. A ranked list of all riders will be determined by total points scored in Regional events, and produced for 2nd, 3rd and 4th category riders.
- 6.5.2.2 Regional Club /Team Rankings. A ranked list of clubs / teams will be determined by total points scored in Regional events, with a maximum of 3 scoring riders per club / team in any one event. Points will only be scored for a club / team if the event is held in the Region in which the club / team is registered.
- 6.5.3 Points scored by Elite and 1st category riders in Regional C+ events will count towards National rankings.
- 6.5.4 Points scored by 2nd, 3rd and 4th category riders in Regional C+ events will count towards Regional rankings.

- 6.5.5 Points scored by 2nd and 3rd category riders in National events will count towards both National and Regional rankings.
- 6.5.6 For the purpose of National Region Rankings and Regional Individual Rankings, points will be awarded on the basis of the rider's region of residence, and not of his club / team affiliation. Those residing at a non-permanent address, e.g. full-time students and members of the armed forces, may opt to record their points for the region of either their temporary or permanent address.

## 7 ELIGIBILITY TO COMPETE

- 7.1 A rider not a British subject is ineligible to compete unless he holds the licence of a Federation recognised by the Union Cycliste Internationale.
- 7.2 Entries must be made to the organiser by the closing date. The entry shall be accompanied by the appropriate entry fee, failing which the entry shall be void. The organiser may reject any entry, and any rejections shall be returned to the entrants no later than three days after the closing date of the event. The organiser shall ensure that all entry details are available at the race for inspection by the Chief Commissaire.
- 7.3.1 A competitor must not enter, nor accept an invitation to compete, in more than one event (whether under the Regulations of the Federation or Cycling Time Trials) on the same day except when his entry or acceptance for one event has been withdrawn before the closing date for that event, or it is possible and reasonable for him to start and finish in both events, or with the consent of both event organisers.
- 7.3.2 Where a rider fails to compete in an event under these Regulations after previously having accepted an offer of expenses or an invitation to compete in the event, such failure shall be a breach of these Regulations, unless it was caused by illness or other reason satisfactory to the organiser of the event.
- 7.3.3 The designated organiser of an event is ineligible to compete in that event.
- 7.4 Whenever a resident outside the United Kingdom, Isle of Man and the Channel Islands and holding a licence issued by the U.C.I. or by



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- 7.5 an overseas Federation is invited and agrees to compete in an event which carries UCI ranking points in Federation territory the organiser shall notify full details of the invitation to the Competition Director of the Federation.
- 7.5.1 An individual who is not normally resident in the United Kingdom, the Isle of Man or the Channel Islands and who is not a member of a club affiliated to the Federation may compete in events promoted under the Regulations of the Federation provided that he is a member of a club which is affiliated to a national governing body which is itself affiliated to the U.C.I. and holds a current racing licence issued by such governing body, and is authorised by it to compete in the U.K. Any such individual shall compete in the name of his home club unless he is a member of a national or regional representative team.
- 7.6.1 Where a rider is invited by the Board to represent the Federation the invitation shall take precedence over any entry he may already have made to another event, and the rider shall so inform the organiser.
- 7.6.2 Where a rider has withdrawn from an event due to accepting an Board selection, the organiser may accept a substitute entry from the rider's club or representative team provided the substitute rider can enter without being in breach of T.R. 7.2.1.
- 7.6.3 Where National teams are selected to ride in a British event the selection must be made not less than seven days before the closing date for the event.
- 7.6.4 Where a rider has been entered into an event on a team entry form, the organiser may accept a substitute entry from the rider's team provided the substitute rider can enter without being in breach of T.R. 7.2.1.
- 7.7.1 No team or individual may represent a Region, an Area, a County, England or Great Britain unless chosen by the appropriate Region or Regions in the first three cases or the Board in the two latter cases.
- 7.7.2 No composite team may compete abroad without having obtained Federation approval. Such applications must be made in writing to the Board at least three weeks in advance of the event concerned.
- 7.8 No Federation member shall in any way compete or interfere in an event when not an eligible competitor.
- 7.9.1 Every competitor shall produce his current racing licence before he is issued with his competitor's number or allowed to compete.
- 7.9.2 Whilst he is competing the licence shall be retained in the custody of an official appointed for the purpose by the event organiser.
- 7.9.3 For all events, only competitors whose names appear on the list of competitors and/or signing-on sheet shall be allowed to start.
- 7.9.4 No organiser shall enter or advertise as a competitor any rider who has not submitted an entry or acceptance.
- 7.9.5 The current holder of a Championship or Trophy shall be given free entry to defend his title or trophy.
- 7.10.1 A rider may only be a first claim member of one club for all forms of road and track competition.
- 7.10.2 A competitor in an open event may only enter and compete in the name of his first claim club, as an individual member, or as a member of a National, Region or Association representative team.
- 7.10.3 For club and team events, a rider may only represent that club, team or BC region as reflected on their competition licence on the date on which entries are advertised as closing.
- 7.10.4 When changing his first claim club a member must immediately send his Federation membership certificate to Federation Headquarters for the change to be made. The membership certificate will be forwarded to the Secretary of the new Club.
- 7.10.5 A rider may apply to include more than one club or team on his competition licence where he wishes to ride for different clubs or teams in different disciplines. All such clubs or teams must be affiliated to British Cycling or another UCI affiliated Federation.
- 7.10.6 Competitors who are regular members of HM Armed Forces or the Public Emergency Services are also permitted, when



- chosen by their parent service or by the Combined Services Cycling Association, to represent those organisations in open events.
- 7.10.7 Competitors who are full-time students at University or other establishment of further education are also permitted to represent the affiliated Club of that establishment during term time.
- 7.11.1 All entries shall be made and all races ridden in the real name of the competitor
- 7.11.2 The submission of an entry form shall be taken to mean that the particulars contained on the form are accurate and complete;
- 7.12 Youth Events**
- Youth category riders may only compete amongst themselves except in the following circumstances:
- 7.12.1 Where dispensation is issued under the provisions of T.R. 6.2.7.4 or 6.2.7.5, or under the provision of T.R. 6.3.1.6.
- 7.12.2 Races open to male Youth A category riders, with the exception of National Championships, will also be open to 1st category junior female riders, and 2nd, 3rd & 4th category female riders of any age.
- 7.12.3 All female-only Youth A races, with the exception of National Championships, shall also be open to 3rd and 4th category female riders.
- 7.13 Non Member Events**
- Affiliated clubs may promote events for non-members. Participation in such an event by a non-member will constitute an acceptance of and an agreement to comply with and to be bound by the Bye Laws, the Technical Regulations (subject to T.R. 7.13.3 and 7.13.4, below) and the Disciplinary Rules.
- 7.13.1 These events must be on closed circuits, closed roads, or on the track.
- 7.13.2 Applications shall be made and a permit issued in accordance with the appropriate Regulations.
- 7.13.3 Competitors in these events need not comply with T.R. 8.1.1, 8.1.2. and 8.1.3. except that

- protective headgear as laid down in T.R. 8.6 must be worn.
- 7.13.4 Competitors in these events need not comply with the gear restrictions contained in T.R. 3.3.1 and 3.3.2.
- 7.13.5 For these events an insurance fee as defined in Bye Law 3.8.7 shall be charged in addition to the entry fee set by the organiser.
- 7.13.6 Entrants for these events shall complete an entry within the signing on sheet and this shall be retained by the event organiser together with a completed parental consent form for any person who is under 18 years of age on the day of the event.
- 7.13.7 The signing on sheet, parental consent forms and the insurance fees shall be forwarded to the Region Treasurer no later than 7 days after the event.
- 8 DRESS**
- 8.1.1 When competing under these Regulations competitors (other than as provided in T.R. 7.13 and 8.1.8.) must be completely clothed from neck to no shorter than mid thigh in a costume which consists of a sleeved jersey and racing shorts, or tights or a one-piece costume resembling this.
- 8.1.2 When competing under these Regulations riders (other than as provided in T.R. 8.1.8 and 8.1.9) shall wear Club or Region registered design and colours, as is appropriate.
- 8.1.3 The racing costume of a competitor must be free of all lettering except for the name of his club or representative team and as permitted by T.R. 9.
- 8.1.4 Registered club clothing may carry contact details such as E-mail or Web Site addresses. Where within such an address there is a reference to a commercial enterprise, a separate advertising agreement shall be registered and sponsorship registration fee shall be paid where one does not already exist.
- 8.1.5 No competitor shall wear a political sign or badge on his racing costume.
- 8.1.6 Any form of eye protection or spectacles worn must be of a non-splinterable material.



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8.1.7 No competitor who is dirty or untidily dressed shall be permitted to start.

8.1.8 Foreign competitors shall be permitted to wear any jersey which complies with their own Federation's requirements.

8.1.9 In Road and Track events, Youth, Fourth and Provisional category licence holders and BC non licence holders will be allowed to wear any suitable clothing whilst competing in events under the Technical Regulations of the Federation, including that bearing registered or unregistered advertising except in the case of National Championships when they must comply with T.R. 8.1.1 to 8.1.6. However protective headgear must be worn in accordance with T.R. 8.6.

### 8.2 Registration of Clothing

8.2.1 Affiliated Clubs, Trade Teams and Individual Members shall register the design and colour of their racing costume with Headquarters. Affiliated Clubs and Teams are permitted to register only one kit per calendar year for all forms of competition. Members of an affiliated Club or Team may not wear a kit registered during a previous year if that kit is different from the currently registered Club or Team kit. Upon approval Headquarters shall notify the appropriate Region of the design and colour.

8.2.2 Headquarters shall keep a Register of Colours and shall have power to require clubs with similar colours to alter the designs to prevent duplication.

8.2.3 A works house or recreation club wishing to place its club name on racing clothing shall register an advertising agreement.

8.2.4 Each Region shall register the design and colours of its racing costume with BC Headquarters.

8.2.5 The Board shall have power to require Regions with similar colours to alter the design to prevent duplication.

### 8.3 Representative & Championship Jerseys

8.3.1 Riders may wear the National representative jersey only when competing as members of a team selected by the Board to represent Great Britain or England as the case may be.

8.3.2 Only the current holder of a World, National or Region Championship shall wear the jersey appropriate to those Championships and then only when competing in the type of racing at which he is Champion.

### 8.4 National Championship Jerseys

8.4.1 The design of a National Championship jersey for men and women shall be white with 5 cm wide red, white and blue bands around the chest, the red band being uppermost.

8.4.2 The design of a National Championship jersey for Masters shall be blue with 5 cm wide red, white and blue bands around the chest, the red band being uppermost.

8.4.3 The National Championship jersey must be worn by the holder when competing in events of the relevant discipline, unless eligible to wear the jersey of World Champion or event/series leader. Duration of the event is taken from signing on to the completion of any presentation ceremonies.

8.4.4 The following advertising inscriptions are permitted on National Championships jerseys:

8.4.4.1 On the front and back - within a rectangle with a maximum height of 10 cm.

8.4.4.2 On each side - a lateral band with a maximum height of 9 cm.

8.4.4.3 On quarter sleeves - one line with a maximum height of 5 cm.

8.4.4.4 The garment manufacturer's mark may also appear once and within a maximum area of 25 sq. cm.

8.4.4.5 The only inscription which is permitted on the National Championship jersey presented to a rider on the podium immediately after a National Championship is that of the garment manufacturer which may appear once and within a maximum area of 25 sq. cm.

### 8.5 Race Numbers

8.5.1 The wearing of numbers shall be compulsory on track and road.

8.5.2 The number(s) shall be securely attached and not be folded, obscured or mutilated in any way.



- 8.5.3 With the exception of time trials, motor pace, tandem events and pursuits where a single number only is required, two body numbers, or a one piece panel equivalent to this, shall be worn in all road and track events.
- 8.5.4 When photo finish equipment is being used for an event, shoulder or frame numbers must be worn or fitted as appropriate and shall be attached as specified.

**Note:** Details of recommended sizes for numbers are available from B.C.F. Headquarters.

## 8.6 Protective Headgear

- 8.6.1 A rider whilst racing or training in any cycling discipline, with the exception of training on the open road shall wear properly affixed protective headgear which must be of a hard/soft shell construction. "Aero Style" helmets are acceptable for individual time trials (road or track) providing they are in line with that which is permitted under the current UCI regulations.

**Note:** In order to assist riders, the Federation advises all competitors that protective headgear must take the form of a hard/soft shell helmet which should conform to a recognised Standard such as SNELL B95 (Snell Memorial Foundation), AUS/NZS 2063:96 (Australian and New Zealand standard), DIN 33-954 (TUEV Institute Germany), CPSC or EN 1078 (Europe). Other Standards are available, but competitors and/or parents/guardians should obtain proof that a Standard is adequate for the purpose for which they intend to use the article.

The current British Standard (BS 6863) is primarily intended for use by young riders. This standard is not intended to provide a complete specification for helmets for high speed or long distance riding. A copy of the complete foreword to the British Standard can be obtained from B.C.F. Headquarters.

It is emphasised that it is the responsibility of the rider (or the parent or guardian if the rider is under 18 years of age) to select a standard of protective headgear which offers protection against head injury and does not restrict the rider's vision or hearing. This responsibility also applies to ensuring that the headgear is undamaged and in good condition. It is pointed out that any helmet which suffers damage (e.g. in the case of an accident or through mishandling) may no longer afford the same level of protection.

*The Federation makes no warranties or representations regarding the adequacy of any Standard or the fitness for the purpose of any brand of protective headgear and will not accept any claims arising from the use of any particular headgear.*

## 9 ADVERTISING AGREEMENTS

- 9.1 Any Affiliated Club, Centre of Excellence, Region, Trade Team or individual member may enter into agreement with commercial sponsors of unlimited number.
- 9.2 Each sponsorship agreement entered into by a club, trade team or individual rider will be required to be registered with the Federation at the start of each season, together with details of jersey design and placing of advertising material.
- 9.3 Two copies of the advertising agreement registration form should be forwarded to the Competition Director of the Federation together with the appropriate fee.
- 9.4 Each advertising agreement must be registered with the Federation annually, even if the agreement between the parties covers a longer period.
- 9.5 Riders, once subject to a formal agreement, may display without restriction any related advertising material, with the exception of political signs, on clothing, etc.
- 9.6 Riders shall not compete in the name of, wear the colours or advertising material of, nor have their names or cycling performances advertised in any manner whatsoever by any sponsor unless the latter is currently registered with the Federation.
- 9.7 **Contracts**
- 9.7.1 Individual riders entering into personal contracts, either directly with a sponsor or with a third party, as part of a team or individual agreement, may, if they wish, lodge with the Federation details of the core elements of their personal contract without disclosing specific financial details confidential to parties to the contract.
- 9.7.2 No rider shall enter into contract with more than one main sponsor or group of main sponsors, nor with more than one secondary sponsor for a specific accessory.



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- 9.7.3 No rider shall contract with a secondary sponsor without the approval of the main sponsor with whom he has an existing contract.
- 9.7.4 Any dispute between the parties to a contract made under this Regulation shall be decided by the Board. Its decision shall be final and binding on all parties.
- 9.7.5 Should a rider involved in such dispute be considered at fault, he shall be regarded as being in breach of these Regulations and may, in addition, be required to return or make good to his sponsor or sponsors any benefit he has received under the contract. This shall also apply to a rider penalised for any other breach of these Regulations.
- 9.7.6 Where a sponsor shall be considered at fault his sponsorship may be suspended in which case the Board shall rule that:
- 9.7.6.1 Any riders under contract to him shall then be free to compete as individuals but not to enter into any other contracts, or
- 9.7.6.2 The sponsorship may be revoked entirely, in which case the riders shall be free to enter into other contracts by permission of the Board. No benefits had by the riders shall be returnable in this case, but the sponsor may be held liable for the full payment of contract fees, or
- 9.7.6.3 The contract declared void, in which case the parties shall be free to enter into new contracts.
- 9.7.7 Every contract shall be valid for a period of two years from the date specified therein, and shall be registered with the Chief Executive of the Federation. Where the period of the contract runs from one year into another the contract shall become void from the 1st January of the second year unless and until such time as the rider concerned shall have renewed his licence from the Federation for that year.
- 9.8 Advertising Material**
- 9.8.1 All riders under contract shall wear the colours and advertising material of the sponsor, and their names and cycling performances may be advertised. In such advertisement the correct title, style and year must be stated.

- 9.8.2 The inscriptions on each item of clothing shall comply with the requirements laid down from time to time by the Board in accordance with U.C.I. Regulations.
- 9.8.3 No sponsor may advertise past successes unless currently registered with the Federation and having riders under contract. No rider's name or performances shall be used by the sponsor for publicity purposes unless that rider is currently under contract.
- 9.8.4 Trade team vehicles, and other vehicles used for the purpose of race service support to sponsored clubs, must carry the names of the principal sponsors.
- 9.9 Event Entries and Contracts**
- 9.9.1 The sponsor or his agent may enter his riders under contract in events, and all negotiations concerning these riders shall be between the organiser and the sponsor or his agent.
- 9.9.2 A rider under contract retiring from a race after the start for no apparent good reason shall be the subject of special enquiry by the Chief Commissaire who shall report the matter to the Board if necessary.
- 9.9.3 Throughout an event no publicity matter associated with the contracted riders competing shall be concealed, defaced or otherwise obscured until the event is declared completed by the Chief Commissaire.
- 9.9.4 Appearance and/or starting money may only be paid as permitted by U.C.I. Regulations, and in such circumstances a contract will be entered into. This contract may be revoked by mutual agreement in writing, up to 15 days before the commencement of the event but, if not so revoked, the contract shall be binding.
- 9.9.5 When a rider is not contracted as in T.R. 9.9.4 above, he shall submit an entry form to the organiser.
- 9.9.6 Entry for events shall be governed by T.R. 20.4.1.
- 9.10 Regions may register Advertising Agreements in accordance with the provisions of the Bye Laws, except that no fees shall be payable.





9.11 These Regulations, and all decisions of the Board in relation to sponsorship issues, shall be binding on all sponsors, whether main or secondary.

## 10 MISCELLANEOUS

10.1 All those who compete in any of the events authorised under these Regulations do so at their own risk, whether or not they be members of the Federation, and no liability shall attach to the Federation or to any of its officials in respect of any loss or injury sustained or caused by anyone competing in such events.

10.2 All entry forms, prospectuses, programmes, start and finishing sheets, contracts, advertisements (except for those which appear in official Federation publications) and other similar literature used or displayed in connection with races held under these Regulations must bear the words 'Under the Technical Regulations of the British Cycling Federation and, except for contracts and advertisements, must bear the name and address of the organiser.

10.3 Any competitor who is not ready at the advertised time of start of a heat or race, or when called upon to start, shall not be allowed to compete.

10.4 The use in competition of cameras attached to riders, cycles or helmets is prohibited, unless previously authorised in writing by the BC Board.

Unless prohibited by the regulations of individual disciplines, onboard cameras are permitted during practice or designated training sessions, but the use of such cameras is authorised solely when the camera is attached to the bicycle. The rider is solely responsible for securing the fixation of the camera in order to avoid any danger or distraction.

10.5 Any member who strikes or interferes with another member during the course of an event or whilst still under the jurisdiction of the commissaire(s) or as a consequence of any race shall be liable to disciplinary action under the Technical Regulations and/or the Disciplinary Rules.

10.6.1 If a rider falls in the course of a race and is assisted on to his machine by another person, he is entitled to any prize he may win, and is not disqualified by reason of this outside assistance.

10.6.2 If a cycle be disabled in a race, the rider may use another cycle which fulfils the conditions of T.R. 3.

10.7 It shall be a breach of these Regulations for riders to combine or conspire improperly to affect the course of a race, but this Regulation shall not prevent the employment of ordinary team tactics by members of the same team.

10.8 The placings of competitors at the finish of a race shall be according to the order in which the first part of their respective machines crosses the finishing line.

10.9 A race shall end, if no time has been fixed or other notification made beforehand when the last rider has crossed the finishing line, or at the discretion of the Chief Commissaire.

10.10 Any matter that may constitute Misconduct (as that term is defined in the Disciplinary Rules) must be reported to the Disciplinary Officer as soon as reasonably practicable (and ordinarily within 72 hours of occurring).

10.11 The promoter of any event shall have the right before the day of the event to make any alterations that he may deem necessary to the published programme except that the prize values may not be reduced and where a programme is timed, no heat or race may be started before the time stated in the programme, except with the consent of all the competitors in the heat or race.

10.12 No Club, Association, Promoter, Sponsor or an Agent for any such Club, Association, Promoter, or Sponsor may enter into negotiations for or permit any cycling event to be televised either live or subsequently, or filmed, video taped, or sound recorded, without the prior permission in writing of the B.C.F. This Regulation shall not apply to films, tapes or recordings made and used solely for news coverage.

10.13 Betting is only permitted on racing held under these Regulations if conducted in accordance with the Disciplinary Rules and under conditions laid down by the Board.



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- 10.14 No lotteries may be held on any events held under B.C.F. Technical Regulations or U.C.I. Regulations except with the permission of the Board.

### 11 BANNED SUBSTANCES

- 11.1 The administration to, or use by, a rider of a banned substance or method shall be a breach of the Technical Regulations for all disciplines of British Cycling Federation and Cycling Time Trials events.
- 11.2 Any rider or other person committing or attempting to commit a fraud which may influence the result of a test shall also be in breach of these Regulations.
- 11.3 Any Member of the Federation or other person who is directly or indirectly an accessory to the fact in the case of a rider being found to have breached T.R.11.1 or 11.2 shall be deemed to be in breach of the Regulations.
- 11.4 The procedures laid down in the Federation's Anti-Doping Regulations, which shall be considered to be an integral part of these Technical Regulations, shall apply to all tests for banned substances and methods carried out at races held under these Technical Regulations and to tests for banned substances and methods conducted on members outside of competition, including the whereabouts requirements and responsibilities which apply to selected riders in the UCI and the National Whereabouts Pools.
- 11.5 The Federation's Anti-Doping Regulations shall be subject to amendment from time to time by the Board to ensure that the Regulations continue to comply with the Anti-Doping Examination Regulations of the U.C.I. and/or WADA and advice supplied by the relevant Advisory Bodies.
- 11.6 All disciplinary matters in connection with alleged breaches of the Federation's Anti-Doping Regulations shall be dealt with by an Anti-Doping Tribunal appointed by the BCF Board. The procedures for hearings shall be as laid down in the Federation's Bye-Laws.

**Note:** Full details of the Anti-Doping Regulations and the List of Prohibited Substances are available from BC Headquarters or from the UCI Website.

## 12 RACE INFRINGEMENTS AND PENALTIES

- 12.1 Depending on the nature of the offence, commissaires may at their discretion impose a range of penalties upon riders, managers, helpers or officials.

Such penalties may range from a reprimand/warning, relegation, time or points penalty, disqualification or a fine.

- 12.2 Fines may be imposed on any category of rider in any type of event. In deciding upon the most appropriate form of penalty to impose, commissaires must take into full account the nature of the offence and the category of rider concerned.
- 12.3 Where fines are imposed the guide for race infringements by Elite category riders shall be:
- 12.3.1 Ignoring road and traffic signs.
- 12.3.1.1 Single day race.
- 12.3.1.1.1 First offence. Minimum fine £5.00; maximum fine £15.00 or all of the prize money won in the race if over £15.00;
- 12.3.1.1.2 Second offence. Minimum fine £10.00; maximum fine £30.00 or all of the prize money won on the race if over £30.00;
- 12.3.1.1.3 Third offence. Minimum fine £25.00; maximum fine £75.00 or all of the prize money won on the race if over £75.00;
- 12.3.1.1.4 Fourth offence. Disqualification.
- 12.3.1.2 Stage race.
- 12.3.1.2.1 First offence. Minimum fine £5.00; maximum fine £15.00 or all of the prize money won on the stage during which the offence was committed if over £15.00 plus a time penalty of 2 minutes.
- 12.3.1.2.2 Second offence. Minimum fine £10.00; maximum fine £30.00 or all of the prize money won on the stage during which the second offence was committed if over £30.00 plus a time penalty of 5 minutes.
- 12.3.1.2.3 Third offence. Minimum fine £25.00; maximum fine £75.00 or all of the prize money won on the stage during which the third offence was



- committed if over £75.00 plus a time penalty of 5 minutes.
- 12.3.1.2.4 Fourth offence. Disqualification and all prize money won during the stage forfeited.
- 12.3.2 Pacing
- 12.3.2.1 Single day race. Minimum fine £10.00; maximum fine £20.00. The Chief Commissaire may also disqualify.
- 12.3.2.2 Stage race. Minimum fine £10.00; maximum fine £20.00 plus a time penalty of 20 seconds per offence.
- 12.3.3 Towing. Fine £100.00 plus disqualification.
- 12.3.4 Race conduct. Minimum fine £5.00; maximum fine £100.00. The Chief Commissaire may also disqualify.
- 12.3.5 Race procedure. Maximum fine £10.00.
- 12.3.6 Dangerous riding
- 12.3.6.1 Single day race
- 12.3.6.1.1 First offence. Minimum fine £10.00; maximum fine £30.00 or all prize money won on the race if over £30.00.
- 12.3.6.1.2 Second offence. Minimum fine £40.00; maximum fine £75.00 or all prize money won on the race if over £75.00.
- 12.3.6.1.3 Third offence. Disqualification.
- 12.3.6.2 Stage race
- 12.3.6.2.1 First offence. Minimum fine £10.00; maximum fine £30.00 or all of the prize money won on the stage when the offence was committed if over £30.00 plus a time penalty of 2 minutes.
- 12.3.6.2.2 Second offence. Minimum fine £50.00; maximum fine £150.00 or all of the prize money won on the race if over £150.00 plus a time penalty of 10 minutes.
- 12.3.6.2.3 Third offence. Disqualification.
- 12.4 All penalties issued under this Regulation shall be reported to BC HQ, which shall be responsible for collecting any fines imposed.

- 12.5 Guidance to standardised penalties and fines is published as appendix 2 of these regulations.

## 13 PRIZES

- 13.1 Unless the race has been subject to an Anti-Doping control, prizes must be presented on the day to their winners.
- 13.1.1 Where a single day race has been the subject of an Anti-Doping control, prizes due to riders selected for testing shall be withheld until the result of the control is known.
- 13.1.2 Where a stage race has been the subject of an Anti-Doping control, all prizes must be presented on the final day to their winners.
- 13.2 The award of any prize to a successful competitor shall be subject to his eligibility to compete, and to the statements on his entry form being accurate and complete.
- 13.2.1 If it be shown subsequently that a prize winner was not eligible, or that the statements on his entry form were inaccurate or incomplete, the award of the prize shall give him no claim or title to it and he must return it forthwith to the organiser of the event.
- 13.3 No rider shall be entitled to any prime or lap prize unless he completes the full distance of the race, or satisfies the Chief Commissaire that his retirement is due to some good and sufficient reason.
- 13.4 In open road races mixed or composite teams consisting of riders from different clubs or sponsors will not be eligible for a team award, unless the teams be national, area, centre of excellence, or Region teams entered as such.
- 13.5 Prizes in events restricted to competitors aged 12 years old, or in the year in which their 12th birthday falls, or younger, shall be in the form of trophies, medals or other such similar prizes. In any such events where there are races for both boys and girls, the prizes given shall be the same for both genders.
- ## 14 CALENDAR OF EVENTS
- 14.1.1 Each Region shall, by the 21st October in each year, compile a calendar of the forthcoming year's races in its area, holding a Date Fixing Conference of organisers if necessary.



## TECHNICAL REGULATIONS

- 14.1.2 The Region shall adjudicate when two or more events clash in date and/or route, and its decision shall be final.
- 14.1.3 Other than where sanctioned by the Board under the provisions of T.R. 15.2.1. any club, Association, league or other organisation promoting competitive events under these regulations shall be affiliated to the Federation.
- 14.2 A copy of each Region's Calendar for the forthcoming year shall be sent to the Competition Director of the Federation by 30th October, accompanied by that part of the permit fees for the events listed in the Calendar due to be sent to the Competition Director under the provisions of T.R. 15.2. The Competition Director of the Federation shall compile a National Calendar incorporating the Region Calendars as submitted to him. The National Calendar shall be reproduced in an appropriate format. Non-standard closing dates and events where entries will be accepted on the day shall be so indicated as will the categories of riders from whom entries will be accepted, e.g. E, 1, 2, 3, 4, Jun, Youth A, B, C, D or E, W1, W2, W3, W4, or the various Masters categories. The description "All" is not acceptable.
- 14.3.1 The levies and any temporary single event licence fees (as detailed in Bye-Laws 3.5, 3.7 and 3.8) shall be collected by the race organiser and forwarded, no later than 7 days after the event, to the Regional Competition Administrator of the Region issuing the permit. The organiser shall forward with the levies two copies of the programme, indicating those reserves, if any, whose levy was returned as per T.R. 20.2.5.3., and the levy return form completed by the Chief Commissaire. In the case of races where entries have been taken on the day a copy of the signing on sheet must be sent in place of one of the programmes.
- 14.3.2 The Region Treasurer shall make a detailed return to the Federation Chief Executive for each calendar month, setting out all events held in the Region for which the levy is due during the month whether payment has been received for them or not and where possible giving the number of entries received in those events and the amount paid by the organiser to the Region Treasurer. This shall be done within 14 days of the end of the month and

shall be accompanied by the levies and any day membership and licence fees received by the Treasurer during the period in question.

- 14.3.3 Where an organiser fails to forward the levy within 7 days of the event the Region Treasurer should report the matter to the appropriate Region Race Secretary, as the case may be, who shall issue no further permits to the organiser or promoting club or organisation until the outstanding levy is paid and withdraw any permits already issued.

## 15 PERMITS

### 15.1 Standard Event Procedures

- 15.1.1 A Club, Association, or organisation, whether or not affiliated to the Federation, wishing to promote an event on the open road or on a circuit under these Regulations (other than those referred to in T.R. 15.2.1.) shall apply to its local Region for a permit at least eight weeks prior to the date of the proposed event.
- 15.1.2 A Club, Association, or organisation, whether or not affiliated to the Federation, wishing to promote a Track or Closed Circuit Meeting under these Regulations (other than those referred to in T.R.15.2.1.) shall apply to the Region having jurisdiction over that track or closed circuit, for a permit at least eight weeks prior to the date of the proposed event.
- 15.1.3 No event may be styled as a championship (except a club or association championship) without the approval of the Region concerned.
- 15.1.4 No event may be styled as a National Championship without the approval of the Board.
- 15.1.5 Organisers of race meetings on closed circuits or closed roads or on tracks shall include events for youth category riders and/or non-members. The Board or Region, as the case may be, shall have the power to waive this Regulation upon the request of the event organiser.
- 15.1.6 No event shall be sanctioned by the permit issuing body without the completion and submission of the appropriate Risk Assessment to that body.



## 15.2 Special Event Procedures

- 15.2.1 Applications for permits for races by organisations not affiliated to the Federation, or applications in respect of international events on the U.C.I. Calendar, National Championships, National Series, Inter Region Championships, the Tour of Britain, events lasting 5 days or more and any National A road events shall be forwarded to BC HQ for approval. BC HQ shall publish any deadline for such applications in advance.
- 15.2.2 The permit shall be issued by the Board.
- 15.2.3 The granting of a permit to events within the jurisdiction of the Board shall involve the signing of such contracts as the Board sees fit, to ensure that such race or races take place, that prize monies are all paid, and that other necessary facilities be provided, dependent on the stature of the promotion concerned.

- 15.3 If a permit be granted it may subsequently be withdrawn by the Board.

## 15.4 Circuit Races

- 15.4.1 An application for a permit for circuit racing shall describe the course to be used, and if it has not previously been used for such racing the Region shall be given facilities for an inspection of the course if so desired.
- 15.4.2 No circuit race shall be held on a circuit of less than one kilometre in circumference without the permission of the Region.
- 15.4.3 Where a circuit is within the jurisdiction of another Region application must have been made to and approval given by the Secretary of that Region prior to the permit being issued.

## 15.5 Road Races

- 15.5.1 An application for a permit for a road race shall describe the course to be used (giving DoT numbers of the roads), and if it has not previously been used for a road race, the Region shall, if necessary, cause an inspection of the course to be carried out.
- 15.5.2 Once approved, a course shall not be altered without the permission of the appropriate Chief Constable. The term Chief Constable shall, where necessary, mean the police officer

appointed to deal with road racing under the Regulations.

- 15.5.3 Where a course extends into the area of another Region, application for approval must have been made to and had from the Secretary of that Region prior to application being made to the police.

- 15.5.4 The application shall be accompanied by as many copies of the preliminary race details as are necessary to supply six copies for each Chief Constable in whose area the road race or part of it takes place, and two copies for the use of the Region. The preliminary race details shall include the course description; the length of the race; time of start; number of starters; and, where exemption is required from any of the provisions in paragraph 5(1) of the Cycle Racing on the Highway Regulations, such details as are necessary to support the application for exemption.

- 15.5.5 Where the preliminary race details are approved by the Region, six copies of such details shall be forwarded by the Region to each Chief Constable in whose area the road race or any part of it takes place not less than seven weeks prior to the event.

- 15.6 All dealings with Chief Constables shall be by Regions.

**Note:** Please refer to the Cycle Racing on the Highways Regulations in the reference section of this Rulebook.

## 16 COMMISSAIRES AND OFFICIALS

- 16.1 The control of races shall be conducted by Commissaires trained and registered by Regions or the Board as meeting the standards required for each discipline.
- 16.2 Registered Commissaires shall be graded as follows:
- 16.2.1 International Commissaires
- 16.2.2 Elite National Commissaires
- 16.2.3 National Commissaires
- 16.2.4 Regional Commissaires
- 16.2.5 Trainee Commissaires



## TECHNICAL REGULATIONS

- 16.3.1 The Board shall set standards for training and qualifications for the training and registration of Commissaires at National, Regional and Trainee level which shall be published from time to time.
- 16.3.2 The Federation shall, at intervals not exceeding 5 years, conduct examinations to enable Regional Commissaires to qualify as National Commissaires.
- 16.3.3 The Board shall biennially seek evidence from individuals registered as National Commissaires of their continuing activity as Commissaires. Failure to provide such evidence may result in individuals being removed from the list of qualified persons.
- 16.3.4 International Commissaires shall be those commissaires who have passed a UCI examination as UCI International Commissaire.
- 16.3.5 All UCI and National Track Commissaires shall be accredited as Official Observers for the verification of event records.
- 16.4 International and National Commissaires may act in any part of the territory controlled by the Federation.
- 16.5.1 The appointment of Chief and Assistant Commissaires for track, road and circuit racing shall be made by the Region or BCF HQ as appropriate.
- 16.5.2 No appointment shall be made allowing a person to act as the Chief Commissaire for a race promoted by a club of which he is a member.
- 16.5.3 The appointment of other officials shall rest with the organiser except that he must choose from the lists published by the Board or Region as the case may be.
- 16.6.1 The key Commissaires for events listed in T.R. 15.2. shall be appointed by the Board. Officials so appointed must have successfully completed an approved and appropriate Commissaires Course as a U.C.I. or National Commissaire.  
An official appointed to an event by the Board or a Region Committee shall be paid all out-of-pocket expenses
- 16.7.1 All persons appointed as event officials shall be permitted to wear uniform and advertising material issued by the event organiser.
- 16.7.2 Such material shall in general comply with regulations applicable to sponsored clubs (lettering sizes etc.).
- 16.7.3 The Chief Commissaire in conjunction with the event organiser can insist on appointed officials removing advertising material they consider inappropriate to the meeting concerned.
- 16.8 The officials at any racing authorised under these Regulations may not compete in the racing.
- 16.9.1 The Chief Commissaire shall have power to decide:
- 16.9.1.1 whether a competitor is properly entered (including if he possesses a current licence, or is under penalty); or
- 16.9.1.2 if a competitor is eligible for a race.
- 16.10.1 The Chief Commissaire (or other senior race official) must report in writing any breach of the Technical Regulations at an event to the Disciplinary Officer (ordinarily through the Regional Competition Administrator) as soon as reasonably practicable, in accordance with the Disciplinary Rules. The Disciplinary Officer will then determine whether disciplinary action should be commenced against the individual(s) who committed such breach(es), pursuant to the Disciplinary Rules. For the avoidance of doubt, the fact that an individual has been penalised at an event in respect of an incident will not preclude or limit in any way the Disciplinary Officer's powers to instigate further disciplinary action in respect of the same incident, pursuant to the Disciplinary Rules.
- 16.10.2 The Chief Commissaire shall complete and forward to BC Headquarters the official result card for each event for which licence points are awarded.
- 16.10.3 The Chief Commissaire must report details of any incidents requiring medical treatment, involving a third party, or involving damage to property which occur during the course of an event, and submit a separate incident report form in relation to such incidents. A copy of the incident and commissaire's report shall be forwarded directly to BC Headquarters.



**Note:** A reportable incident is one that involves a third party or where any rider or official receives medical attention.

- 16.10.4 All documentation shall be forwarded to arrive no later than three days after the completion of the event.
- 16.11 Protests against decisions made by the Commissaires/Referees should be laid with the Chief Commissaire/Referee whose decision shall be final.
- 16.12 Except in regard to reporting disqualifications or fines, the powers of a Chief Commissaire/Referee shall end when the other officials for the event have dispersed.
- 16.13 **Payments to appointed officials**
- The event organisation shall pay reasonable travel, meal and accommodation expenses incurred by appointed officials in relation to the event. They shall ordinarily be at the rates defined by the British Cycling expenses policy on travel and subsistence.
- 16.14 **Timekeepers**
- 16.14.1 The appointment and re-appointment of Chief and Assistant Timekeepers shall rest with the Board, to whom application must be made by the individual concerned supported by a recommendation from his Region. Such Timekeepers must use both time of day chronographs and stop watches which possess certificates as detailed in T.R. 16.14. Certificates concerning the watches used by Chief and Assistant Timekeepers must accompany application for appointment or re-appointment.
- 16.14.2 No individual shall be appointed a Chief Timekeeper unless he has previously held appointment as an Assistant Timekeeper for at least one year, save that the Board may waive this qualification where it is satisfied the individual warrants immediate appointment as a Chief Timekeeper.
- 16.14.3 The appointment and re-appointment of operators of fully automatic electronic timing devices shall rest with the Board.
- 16.14.4 Regions may appoint Regional Timekeepers, who must be members of the Federation, for

the purpose of timing Regional Championships and other Regional races.

- 16.14.5 The Timekeeper, where employed, shall take the times of the first in each race, and such other times as the Chief Commissaire may call for, or as the organiser may previously have arranged with the timekeeper. Where more than one timekeeper is employed, the slower time for two, and the middle time for three, timekeepers shall be taken, unless two of three agree, in which case the agreed time shall be taken. Where a fully automatic electronic timing device is employed the time recorded by that device shall be taken. Hand held devices shall be for back-up only.
- 16.14.6 Regional Timekeepers may use a timing device in accordance with T.R. 16.14 or they may use watches or electronic timers which have been submitted to and obtained a certificate from a watch tester approved by the Board. Each watch must possess at least one independent centre second hand, and must during the previous twelve months have obtained a certificate showing a rate of error not exceeding 15 seconds a day in pendant up, dial up and dial down positions. The performance of the chronograph shall be satisfactory in all cases. Regional Timekeepers may use a stopwatch or chronograph watch not showing time-of-day for events not exceeding 5 km.
- 16.15 **Watches and Timing Devices**
- 16.15.1 Timing devices used by Chief and Assistant Timekeepers shall be hand-held spring driven time-of-day chronographs or stopwatches, or they may be hand-held quartz-crystal-controlled timers. They shall meet the appropriate conditions prescribed below.
- 16.15.2 Time-of-day chronographs and stop watches shall have obtained during the last 36 months a National Physical Laboratory or British Calibration Service Craftsmanship or Sporting Test Certificate or a first class Neuchatel Certificate.
- 16.15.3 Spring driven time-of-day chronographs and stop watches shall have a movement of a size not less than 19 ligne and shall have at least two centre second hands capable of being split, except that stopwatches with escapements faster than 1/10th second may have only one centre second hand.



## TECHNICAL REGULATIONS

- 16.15.4 Quartz crystal controlled timers shall have a digital display with a height of not less than 5 mm showing times to at least 1/10th second, they shall have a split facility and be capable of recording two or more times. They shall have a battery life of at least 100 hours when in full display (this would mean a liquid crystal display, L.C.D.). They shall have obtained a certificate from a nationally recognised standardising organisation showing errors within acceptable limits, as shown below this Regulation. Quartz crystal controlled timers need re-certification only if any timing component has been disturbed, modified or adjusted.
- 16.15.5 Certificate of Measurement:
- 16.15.5.1 60 mins 20±1 deg. C. 0 0.002%
- 16.15.5.2 60 mins 4±1 deg. C. 0 0.003%
- 16.15.5.3 60 mins 36±1 deg. C. 0 0.003%
- 16.15.5.4 6 hours 20±1 deg. C. 0 0.002%
- 16.15.6 Quartz crystal controlled timers may be used to time any distance but when spring driven devices are used, then for events up to and including 1 km a stopwatch with a 1/10th or faster escapement shall be used. For events above 1 km up to and including 5 km a stopwatch or a time-of-day chronograph with a 1/10th second escapement shall be used. For events above 5 km, a time-of-day chronograph shall be used.
- 16.15.7 For track and roller events all timing shall be to 1/10th second. For road and circuit events timing shall be to the next whole second.
- 16.15.8 A fully automatic electronic timing device as approved by the Board may be used. Such devices shall be certified in accordance with T.R. 16.14.5. Where they are used the times shall be recorded to the nearest 1/1000th of a second. Records manually timed shall be as required by T.R. 26.4.
- 16.15.9 The Board may from time to time issue methods of test for the guidance of watch testers.

## 17

## NATIONAL CHAMPIONSHIPS

- 17.1 The holding of each National Championship shall be at the discretion of the Board, and the Board may cancel the holding of any National Championship where it is of opinion that the quantity or quality of the entries received, or the arrangements made, for such Championship do not justify holding the Championship. The Board shall be empowered to delete a National Championship where the number of starters is less than ten over two consecutive years.
- 17.2 Each National Championship shall be under the control of the Board, it may make such arrangements as it thinks fit, provided the actual racing is under the control of Federation officials.
- 17.3 The Board shall issue a set of conditions to each competitor for each Championship as applicable. In the case of Track Championships they shall follow as closely as possible the World Championship Regulations of the U.C.I. Secretaries of member clubs and team managers with riders participating in the Track Championships may obtain one copy of the regulations from the Championship organisers.
- 17.4 The Board may send two members of the Board in advance to the scene of any Championship, to see that the arrangements for the Championship are satisfactory.
- 17.5 The Board shall be open to consider tenders for National Championships direct from Regions, affiliated clubs, individual members, or organisers, except that no two track championships for the same sex may be promoted on different tracks on the same day. The Closing date for Tender Applications for the promotion of the Elite Men's National Road Race Championship shall be 1st January of the previous year. 31st July shall be the closing date for all others.
- 17.6.1 National Championships shall be open to Silver and Gold category members of the British Cycling Federation who are citizens of the United Kingdom and dependent Territories, the Isle of Man, or the Channel Islands. With the exception of the Cycle Speedway Championships, competitors must hold a valid licence showing the UCI prefix "GBR" and issued at least 28 days prior to the event. If resident in another Country they must hold a





United Kingdom passport and must not, in the same year, have competed in the National Championship of any other U.C.I. affiliated National Federation.

17.6.2 The closing date for entries for national championships shall be 28 days prior to the advertised date unless an alternative closing date is agreed by The Board. Entries on the day shall not be permitted for any national championship event. Only those riders listed on the pre championship published list of entries may start, except in cases specifically approved by the Board.

17.6.3 Where a National Championship is postponed after signing on has closed, only those riders who have signed on may compete in the re-scheduled event and the results of any completed rounds shall stand except in cases specifically approved by the Board.

17.7.1 The field shall be composed of the best riders entered, the selection being based on current form.

17.7.2 The heats (if any) for each Track Championship shall be arranged by the Chief Commissaire from among the entries reporting to him at the venue for the Championship. The Chief Commissaire shall also arrange the heats for each successive round of the Championship.

17.7.3 National Grass Track Championship events of 800m or less should be run over heats, repechages, semi finals and finals, with the exact composition determined by the principle that the heats should consist of no less than four riders and no more than seven riders and the finals should be contested by 4-6 riders. Where there are less than fifteen riders taking the start, the semi final can be dispensed with.

17.8.1 A Championship jersey shall be awarded to the winner, and medals finished in gold, silver and bronze of Championship design shall be presented as follows:

17.8.1.1 For Men / Women / Junior Individual Championships:

8 or more entries	3 Medals & Jersey
6 or 7 entries	2 Medals & Jersey
3 to 5 entries	1 Medal & Jersey

17.8.1.2 For Masters/Youth / Disability / Individual Championships:

5 or more entries	3 Medals & Jersey
4 entries	2 Medals & Jersey
3 entries	1 Medal & Jersey

17.8.1.3 For all Team Championships:

5 or more entries	3 Medals & Jersey
4 entries	2 Medals & Jersey
3 entries	1 Medal & Jersey

17.8.2 The Board may authorise races that combine championships run within the framework of a single race. In such cases the Board shall approve the allocation of medals and championship jerseys in advance on a race by race basis and shall inform the race organiser of the specific details within the terms and conditions laid down for the allocation of the championship(s).

17.9 Where possible, three Chief Timekeepers should be engaged at each Track Championship meeting.

17.10.1 The National Championships shall be conducted under the Conditions set out in these Regulations over the distances shown below, except that the exact distances for all sprint events shall be adjusted by the Board to a distance in whole laps to suit the specific venue.

17.10.2 Youth Road Championships

17.10.2.1 Region and Area Champions shall be guaranteed acceptance of entry to the National Championships as shall the Champions of the Scottish Cyclists' Union and the Welsh Cycling Union. All further entries shall be selected on merit.

17.10.2.2 Each entrant must be the holder of a Youth Licence for the appropriate age group.

17.10.2.3 The date for the National Championships shall be determined by BC HQ and fixed so that they do not clash with another National Youth Championship.



## TECHNICAL REGULATIONS

### 17.11 MEN'S CHAMPIONSHIPS

#### 17.11.1 Hard Tracks

- Sprint
- 1 kilometre Standing Start Time Trial
- 4000 metres Individual Pursuit
- 4000 metres Team Pursuit for Club, Trade and Region teams (teams may include women)
- Scratch Race
- Points Race
- Madison for two-up teams
- Omnium
- Keirin
- Team Sprint for Club, Trade and Region teams (teams may include women)
- Tandem Sprint.
- Derry – to be run under terms and conditions as laid down by the Board.

#### 17.11.2 Grass tracks

- 400 metres Sprint
- 800 metres Scratch Race
- 8 kilometres Scratch Race

#### 17.11.3 Road

- Senior Road Race
- Closed Circuit Criterium
- Senior Individual Time Trial
- Under 23 Individual Time Trial
- Under 23 Road Race

#### 17.11.4 Mountain Bike

- Senior (Elite) Cross Country
- Senior (Elite) Downhill
- Senior (Elite) Four Cross
- Senior (Elite) Endurance
- Under 23 Cross Country

### 17.12 WOMEN'S CHAMPIONSHIPS (SENIOR)

#### 17.12.1 Hard Tracks

- Sprint
- 500m Standing Start Time Trial
- 3000 metres Individual Pursuit
- Points Race
- Keirin
- Derry – to be run under terms and conditions as laid down by the Board.
- Scratch Race
- Omnium
- Team Sprint for clubs, trade and regional teams. Team Pursuit for Club, Trade and Regional teams
- Madison for two-up teams

#### 17.12.2 Grass Tracks

- 800 metres Scratch Race
- 5 kilometres Scratch Race

#### 17.12.3 Road

- Road Race
- Closed Circuit Criterium
- Individual Time Trial
- Under 23 Road Race
- Under 23 Time Trial

#### 17.12.4 Mountain Bike

- Senior (Elite) Cross Country
- Senior (Elite) Downhill
- Senior (Elite) Four Cross
- Senior (Elite) Endurance
- Under 23 Cross Country

### 17.13 CHAMPIONSHIPS FOR THE DISABLED

17.13.1 Disability Categories will be as defined by the Union Cycliste Internationale.

17.13.1.1 Proof of UCI Medical Classification may be required.

17.13.1.2 Where the requirements of 17.8.1.2 for any specific participating sport group are not met or where the BC Board rules that two or more sport groups shall be combined, the table of performance factors as produced by the UCI shall be applied.

#### 17.13.2 Hard Tracks

200 metre flying start time trial, plus standing start time trial and pursuit event to be run in line with those distances as specified within the current UCI regulations for each gender and rider classification.

#### 17.13.3 Road

- Closed Circuit Race
- Individual Time Trial of 20-30 km.

#### 17.13.4 Handcyclists

Single Championships based on Index Times as approved by the Board based on World Best Times to allow for Handcycle Disability Categories A, B & C to compete against each other in each of the following-

i) Closed Circuit Race

ii) An individual Time Trial of 20-30 km.



## 17.14 JUNIOR CHAMPIONSHIPS (MEN)

### 17.14.1 Hard Tracks

- Sprint
- 1 kilometre Standing Start Time Trial
- Keirin
- 3000 metres Individual Pursuit
- Points Race
- Scratch Race
- Madison for two-up teams

### 17.14.2 Road

- A Road Race at a distance of between 90 and 120 km.
- An individual time trial over a distance of 20-30 km

### 17.14.3 Mountain Bike

- Cross Country
- Downhill
- Four Cross

## 17.15 JUNIOR CHAMPIONSHIPS (WOMEN)

### 17.15.1 Hard Tracks

- Sprint
- 500m Standing Start Time Trial
- Keirin
- 2000 metres Individual Pursuit
- Points Race
- Scratch Race
- Madison for two-up teams

### 17.15.2 Road

- A Road Race at a distance of between 60 and 80 km
- An individual time trial over a distance of 20-30 km

### 17.15.3 Mountain Bike

- Cross Country
- Downhill
- Four Cross

## 17.16 YOUTH A CHAMPIONSHIPS (BOYS)

### 17.16.1 Hard Tracks

- Sprint
- 500 metres Standing Start Time Trial
- 2000 metres Individual Pursuit
- Points Race
- Scratch Race
- Omnium
- Madison for two-up teams

### 17.16.2 Road

- Circuit Race

### 17.16.3 Mountain Bike

- Cross Country, Downhill and Four Cross

## 17.17 YOUTH B CHAMPIONSHIPS (BOYS)

### 17.17.1 Hard Tracks

- Omnium

### 17.17.2 Road

- Circuit Race

## 17.18 YOUTH A CHAMPIONSHIPS (GIRLS)

### 17.18.1 Hard Track

- Sprint
- 500 metres Standing Start Time Trial
- 2000 metres Individual Pursuit
- Points Race
- Scratch Race
- Omnium
- Madison for two-up teams

### 17.18.2 Road

- Circuit Race.

### 17.18.3 Mountain Bike - Cross Country and Downhill

## 17.19 YOUTH B CHAMPIONSHIPS (GIRLS)

### 17.19.1 Hard Tracks:

- Omnium

### 17.19.2 Road

- Circuit Race.

## 17.20 MASTERS CHAMPIONSHIPS

### 17.20.1 Hard Tracks (men & women)

17.20.1.1 Age Category A.  
Sprint, time trial (men 1000m, women 500m), Individual Pursuit (men 3000m, women 2000m), Scratch Race and Points Race.

17.20.1.2 Age Category B.  
Sprint, time trial (men 1000m, women 500m), Individual Pursuit (men 3000m, women 2000m), Scratch Race and Points Race.

17.20.1.3 Age category C.  
Sprint, time trial (men 750m, women 500m), Individual Pursuit (men 3000m, women 2000m), Scratch Race and Points Race.



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17.20.1.4 Age category D.  
Sprint, time trial (men 750m, women 500m),  
Individual Pursuit (men 3000m, women  
2000m), Scratch Race and Points Race.

17.20.1.5 Age category E.  
Sprint, 500 metre time trial, 2000 metres  
Individual Pursuit, Scratch Race and Points  
Race

17.20.1.6 Age category F  
Sprint, 500 metre time trial, 2000 metres  
Individual Pursuit, Scratch Race and Points  
Race

17.20.1.7 Age category G  
Sprint, 500 metre time trial, 2000 metres  
Individual Pursuit, Scratch Race and Points  
Race

17.20.1.8 Age category H  
Sprint, 500 metre time trial, 2000 metres  
Individual Pursuit, Scratch Race and Points  
Race

17.20.1.9 Age category I  
Sprint, 500 metre time trial, 2000 metres  
Individual Pursuit, Scratch Race and Points  
Race

17.20.1.10 Age category J  
Sprint, 500 metre time trial, 2000 metres  
Individual Pursuit  
Age category J+  
Scratch Race and Points Race

17.20.1.11 Age category K and older (in 5 year age bands  
where 3 or more entries)  
200m flying start time trial, 500 metre time trial,  
1500 metres Individual Pursuit

### 17.20.2 Road

17.20.2.1 Age Category A  
Road Race at a minimum distance of 140 km.  
Individual Time Trial of 30-40 km, Circuit Race.

17.20.2.2 Age Category B  
Road Race at a minimum distance of 140 km.  
Individual Time Trial of 30-40 km, Circuit Race.

17.20.2.3 Age Category C  
Road Race at a minimum distance of 140 km.  
Individual Time Trial of 30-40 km, Circuit Race.

17.20.2.4 Age Category D  
Road Race at a minimum distance of 140 km.  
Individual Time Trial of 30-40 km, Circuit Race.

17.20.2.5 Age Category E  
Road Race at a minimum distance of 140 km.  
Individual Time Trial of 30-40 km, Circuit Race.

17.20.2.6 Age Category F  
Road Race at a minimum distance of 140 km.  
Individual Time Trial of 30-40 km, Circuit Race.

17.20.2.7 Age Category G  
Road Race at a minimum distance of 140 km.  
Individual Time Trial of 30-40 km, Circuit Race.

17.20.2.8 Age Category H  
Road Race at a minimum distance of 140 km.  
Individual Time Trial of 30-40 km, Circuit Race.

17.20.2.9 Age Category I/J  
Road Race at a minimum distance of 140 km.  
Individual Time Trial of 30-40 km, Circuit Race.

### 17.20.3 Mountain Bike

17.20.3.1 Age category A - J Cross Country, Four Cross  
and Downhill

17.20.3.2 Age category C - J Endurance

**Note:** Separate Masters Championships will be held for  
male and female riders subject to the requirements of  
T.R.17.8.2 being met.

## 18 REGIONAL CHAMPIONSHIPS

18.1 A Region may hold Championships at such  
distances as it may decide (except that the  
minimum distances for Regional Road  
Championships shall be senior 130 km (80  
miles), junior 80 km (50 miles)), subject to the  
permission of the Board being previously  
obtained.

18.2 Two or more adjacent Regions may hold Joint  
Championships.

18.3 Individual Regional Championships shall be  
open only to members who reside in that  
Region. A rider may only compete in the  
Individual Regional Championship of one  
region in any one year.

18.4 A person whose licence is registered in the  
name of a foreign club may, provided he fulfils  
all other requirements, compete in the



Championships(s) of the Region in which he would normally reside when in Great Britain.

18.5 In events open only to teams, a club or trade team shall be entitled to select any rider who is a member of the said club or trade team, regardless of his place of residence.

18.6 The winner of any such Championship shall be described as the Champion of the Region in which the contest is held.

18.7 Medals finished in gold, silver, and bronze to a uniform Federation pattern and design shall be presented as follows:

18.7.1 For Men / Women / Junior Individual Championships:

8 or more entries	3 Medals
6 or 7 entries	2 Medals
3 to 5 entries	1 Medal

18.7.2 For Masters / Youth / Disability / Individual Championships:

5 or more entries	3 Medals
4 entries	2 Medals
3 entries	1 Medal

18.7.3 For all Team Championships:

5 or more entries	3 Medals
4 entries	2 Medals
3 entries	1 Medal

18.8 The distances for Regional Championships should correspond to those set for the respective National Championships.

18.9 The entry fee for a Regional Championship shall be determined by the Region.

18.10 Senior regional track championships are open to Junior category riders. Youth A riders with the appropriate dispensation may compete in Junior championships and Youth B riders with the appropriate dispensation may compete in Youth A championships.

## 19 DISCIPLINE

These Technical Regulations incorporate the Federation's Disciplinary Rules, which apply to and bind any individual who participates in any event held in accordance with these Regulations. Any breaches of these Technical

Regulations, excluding those relating to Anti-Doping, shall be dealt with in accordance with the Disciplinary Rules.

## 20 ROAD RACING

### 20.1 Officials

20.1.1 The officials at a road or circuit race shall consist of the Organiser, a Chief Commissaire and one Assistant Commissaire whose presence shall be obligatory, other Assistant Commissaires as necessary, a Finishing Commissaire and a Gear Checker (where necessary to ensure compliance with T.R. 3.3), who must be either corporate, affiliated, private or life members of the Federation.

20.1.2 Other officials such as Timekeeper, Recorder, Lap Scorers, Licence Steward, and Marshals shall be appointed as necessary.

### 20.1.3 Chief Commissaire

20.1.3.1 The Chief Commissaire shall be the senior official for road or circuit racing who shall decide on all matters concerning the race and who shall submit a written report to the Region or Federation office issuing the permit within 7 days of the event.

20.1.3.2 The powers and duties of a Chief Commissaire shall be as set out in these Regulations

### 20.1.4 Other Commissaires

20.1.4.1 Assistant Commissaires at road or circuit racing shall have such powers and carry out such duties as the Chief Commissaire directs.

20.1.4.2 The Finishing Commissaire at road or circuit racing shall be responsible for the placing of riders in primes or at the finish of an event and in this respect his decision shall be final.

### 20.1.5 Race Jury

20.1.5.1 The conduct of all stage races will be in the hands of a Race Jury.

20.1.5.2 The Race Jury will consist of the Chief Commissaire, Finishing Commissaire and the Race Organiser.

20.1.5.3 All decisions of the Race Jury shall be final.



# TECHNICAL REGULATIONS

## 20.2 Road Races

20.2.1 Road races may be scratch or handicap events, promoted singly, or in stages spread over a day or days consisting of scratch and/or handicap events. Handicap races may be individual, team or group events. In team handicaps all the members of a team shall be started together. In group handicaps each rider shall be individually handicapped and all riders with the same allowance shall be started together.

## 20.2.2 Junior Stage Races

20.2.2.1 Stage races for juniors must not exceed three days duration and may contain one days racing of 120 km if made up of 2 stages, the shortest of which shall be not less than 30 km.

20.2.2.2 Racing on other days shall not exceed 100 km each day.

20.2.3 Youth competitors may not take part in road races except on roads closed to all other traffic.

20.2.4 In road races the maximum number of starters shall be as approved by the Region up to a maximum of 80 except for the two events permitted a maximum of 100 under the Cycle Racing on the Highways Regulations, or as permitted by the appropriate officer of police.

## 20.2.5 Reserves

20.2.5.1 Reserves may be allowed up to 25% of the authorised number of starters.

20.2.5.2 These reserves to be notified on the programme or start sheet in order of preference, and allowed to ride in that order, provided that at no time shall the maximum number of riders exceed that authorised by these Regulations. Where there is a team award, a reserve replacing a rider in his own club or representative team shall have preference over all other reserves and shall be eligible for a team award. Entrants shall indicate on their entry form if they do not wish to be nominated as reserves.

20.2.5.3 When more than the permitted maximum number of riders present themselves for an event, entry fees and levies shall be returned to those reserves who, having signed on for the race, are not allowed to start.

## 20.3 Circuit Races and Closed Circuit Criteriums

20.3.1 Circuit races and closed circuit criteriums may be scratch or handicap events, and the maximum number of starters shall be prescribed by the Region in whose area the circuit is located.

20.3.2 Circuit races and closed circuit criteriums for U16's shall not exceed the following distances:

Category	Single race	Distance per day in stage events
Youth A Boys	60 km	80 km
Youth A Girls	60 km	80 km
Youth B Boys	45 km	60 km
Youth B Girls	45 km	60 km
Youth C Boys	20 km	30 km
Youth C Girls	20 km	30 km

20.3.3 Laps out are not permitted in circuit races.

## 20.4 Entries

20.4.1 Entries for all road and circuit races must be made on the standard entry forms, as shown in the Appendices to these Regulations, and sent to the organiser by the closing date. The entry form must be signed and be accompanied by the appropriate entry fee, failing which the entry shall be void. The organiser may reject any entry, for whatever reason, and such rejections shall be returned to the entrants no later than three days after the closing date of the event. The organiser shall ensure that all entry forms are available at the race for inspection by the Chief Commissaire.

**Note:** Those entering on the line need not submit an entry form but must complete the relevant sections of the signing on sheet

20.4.2 Closing dates are as follows:

20.4.2.1 National Championships, Stage Races, Premier Calendar and International Races: 28 days before the date of the event.

20.4.2.2 Circuit Races: (i.e. events not subject to Cycle Racing on Highways Regulations) 6 days before the date of the event.

20.4.2.3 All other races: 20 days before the date of the event.



20.4.2.4 However the organiser may stipulate an alternative closing date or accept entries on the day of the race provided that the maximum permitted number of starters shall not be exceeded. Riders who submit entries on the day shall not be permitted to start in preference to riders whose names appear in the programme/start sheet. The fee for entries on the day may be up to a maximum of double the stated fee for that event. Any deviation from the standard closing dates shall be detailed in the handbook.

20.4.3 Organisers shall not accept entries from riders in categories other than those to which the listing in the B.C.F. Handbook indicates the event to be open.

## 20.5 Event Programmes

20.5.1 The organiser of a road race, excluding closed circuit criteriums, shall at least 10 days before the race send to the Region issuing the permit for the race as many copies of the start sheet and/or programme as are necessary to supply six copies for each Chief Constable in whose area the road race or part of it takes place, and two copies for the Region. The information in the start sheet and/or programme shall include the names of the accepted entrants, reserves (if any), description of the course, event headquarters, date, time and place of start, and names of officials together with the name and address of the organiser.

20.5.2 A copy of the start sheet and/or programme shall be sent to each race official, accepted entrant and reserve not later than seven days before the race except for closed circuit criteriums. Start sheets or programmes for entrants or reserves being members of the same club may, with their agreement, be sent to a named official of that club.

20.5.3 The organiser of a circuit race shall not less than 3 days before the event inform each entrant of the venue, event headquarters, and time of start and if necessary provide means of admission. A copy of the programme or start sheet shall be sent to the Region issuing the permit for the event and to each race official. Programmes for competitors shall be made available free of charge.

20.6 Local Bye-Laws and Inconvenience to the Public.

20.6.1 The organiser of a road race shall ensure that his race, and the arrangements for the race, do not contravene the law of the land, or any local bye-laws, relating to noise, litter, street collections, bill posting, display of banners, programme selling, or the like.

20.6.2 The starts and finishes of road races shall be sited so as to cause the least possible inconvenience to other road users.

## 20.7 Feeding Stations

20.7.1 Organisers shall announce the location of feeding stations prior to the start of an event, or in stage races immediately prior to the commencement of each stage, and no other feeding stations shall be set up, except as appointed by the organiser.

20.7.2 An official shall be appointed at each feeding station to ensure that it is left in a clean condition after the event.

## 20.8 Race Controls

20.8.1 There shall be a control point at the start of road and circuit races where riders shall sign on for a race, hand in their licences, collect their race numbers, have their gears checked (where necessary) and receive instructions and information about the race. Team Managers shall also sign on, indicating the riders in their charge, and hand in their licences. Similarly there shall be a control point at the finish of a road or circuit race where riders shall hand in their race numbers and recover their licences. The organiser shall ensure that the control points for a road race do not cause obstruction of the highway or annoyance to passers by.

20.8.2 Organisers shall have at the start control point of a road or circuit race a signing-on sheet in duplicate which shall be signed by all competitors at least 20 minutes before the advertised time of start of the event. The signing-on sheet shall show the name, club, and licence number of each rider. The following heading shall appear on every signing-on sheet.

20.8.2.1 I agree to abide by the B.C.F. Technical Regulations and understand and agree that I participate in this race entirely at my own risk, that I must rely on my own ability in dealing with all hazards, and that I must ride in a manner which is safe for myself and all others.



## TECHNICAL REGULATIONS

I am aware that when riding on a public highway the function of the marshals is only to indicate direction and that I must decide whether the movement is safe. I agree that no liability whatever shall attach to the promoter, promoting club, race sponsor, the British Cycling Federation or any race official or member of the British Cycling Federation or member of the promoting club in respect of any injury, loss or damage suffered by me in or by reason of the race, however caused.

- 20.8.2.2 The original signing-on sheet shall be attached to the Chief Commissaire's report and filed by the Region issuing the permit with all other documents relating to the race in question. The report and signing-on sheet shall be retained by the Region for a period of six years.

### 20.9 The Start

- 20.9.1 Riders shall line up not more than two abreast unless it is a closed circuit criterium or the start is off the public highway when the Chief Commissaire shall use his discretion. Riders shall start with one foot on the ground and pushers/holders shall not be permitted.

- 20.9.2 The Chief Commissaire or person appointed by him will signal the start of the race by lowering a flag.

### 20.10 Race Vehicles and First Aid

- 20.10.1 All road races (except those taking place on a circuit of 5 km or less) shall be preceded by a vehicle displaying a sign on which shall be inscribed in bold lettering the words CAUTION CYCLE RACE APPROACHING and that a stand-by vehicle and sign shall be available to cover the second group of riders, at the discretion of the Chief Commissaire, in the event of a split in the field.

- 20.10.2 The organiser of a road race shall provide suitable motor vehicles for the use of the Commissaires except where a closed circuit criterium is 1 km or less. The Commissaires may use their own vehicles by arrangement with the organiser and for which the organiser will reimburse the expenses of the Commissaire immediately following the event.

- 20.10.3 All official motor vehicles connected with a road or circuit race shall have a sign showing to the front with the words BCF CYCLE RACE

OFFICIAL and a sign showing to the rear with the words CAUTION CYCLE RACE IN PROGRESS, both inscribed in bold lettering.

- 20.10.4 Where a vehicle, not being an official vehicle, but connected with a rider or riders in a race, immediately precedes or follows a race without the permission of the Chief Commissaire, or where in the opinion of the Chief Commissaire such vehicle is adversely affecting the progress of a race, the rider or riders concerned shall be withdrawn from the race.

- 20.10.5 The organiser of any road race, circuit race or time trial shall be responsible for the provision of suitable medical cover, in accordance with British Cycling's Medical Guidance Document.

- 20.10.6 The First Aider shall travel in an independent vehicle behind the race, normally behind the last remaining large group on the road, though the final positioning of this vehicle shall remain at the discretion of the Chief Commissaire.

### 20.11 Race Service

- 20.11.1 Subject to the approval of the Board or the Region concerned and with the agreement of the Organiser and Chief Commissaire, representative, trade and club teams consisting of at least three riders starting the event shall each be permitted one service vehicle to follow the race, such vehicles shall be provided by the team. The driver and mechanic shall be full members of the Federation and one of the occupants of the vehicle must be the holder of a Team Manager's licence.

- 20.11.1.1 Riders may receive service from the technical personnel of their team or from a neutral service vehicle.

- 20.11.1.2 Whatever the position of a rider in the race, he may only receive such service at the rear of his bunch and on the left hand side of the road.

- 20.11.1.3 The greasing of chains from a moving vehicle is forbidden

- 20.11.1.4 Persons riding in service vehicles shall not reach or lean out of the vehicle whilst it is in motion.

- 20.11.1.5 If motorcycle service is permitted, the only service equipment to be carried shall be spare wheels.





## 20.12 Competitors

- 20.12.1 The onus of keeping to the course rests with the rider.
- 20.12.2 All competitors must observe the law of the land in relation to road travel, and exercise extreme care when contesting sprints or primes. All forms of traffic signals and direction indicators must be obeyed. Competitors who ride dangerously shall be liable to disqualification and may be subject to further disciplinary action under the Disciplinary Rules. Race officials must not attempt to regulate other traffic on the road.
- 20.12.3 If a breakaway group, or individual, having a lead of more than 30 seconds, is halted by a closed railway level crossing and is caught by the main field, the Chief Commissaire shall ensure that the time is recorded accurately and he shall cause the main field to be halted for an identical period of time. When only the main field is halted by a closed railway level crossing the Chief Commissaire shall take no action to halt any breakaways which have passed through the crossing.
- 20.12.4 A competitor in a road or circuit event when lapped must, unless otherwise instructed by the Chief Commissaire, retire from the race and report to the control point at the finish of the race.
- 20.12.5 Where a lapped rider is allowed to continue, he shall not give pace or shelter to a rider by whom he has been lapped. Otherwise riders in a road or circuit race may take pace or shelter from each other, but not from any other vehicle.
- 20.12.6 Any rider who passes the first lead vehicle in an event may be liable to disqualification.
- 20.13 Competitors may exchange among themselves machines, food, drink, wheels, tyres, tools and pumps. Otherwise no food, drink or equipment may be handed to a competitor otherwise than by a person on foot. The use of breakable vessels of any kind is prohibited.
- 20.14 Riders who have finished must proceed at once to the control point at the finish, hand in their numbers, and collect their licences. The Finishing Commissaire shall cause an announcement of the official placings to be made at the control point as soon as is

practicable by the posting up of a written result.

## 20.15 Race Control Flags and Placards

In all open events flags shall be displayed at the following points:

- 20.15.1 The National Flag at the starting point.
- 20.15.2 A black and white chequered flag to denote the finish.
- 20.15.3 A yellow flag 200 metres from the finish.
- 20.15.4 A white flag at every prime point.
- 20.15.5 A green flag with a white border 200 metres from every prime point.
- 20.15.6 A blue flag at the commencement of each hill prime.
- 20.15.7 A red flag at all danger points.
- 20.15.8 A red and white chequered flag at the start of a neutralised area.
- 20.15.9 A red and white chequered flag with a wide black border at the finish of a neutralised area.
- 20.15.10 A black flag may be shown to stop the race on the instructions of the commissaire.
- 20.15.11 All flags, with the exception of the National Flag, shall be one metre square.
- 20.15.12 A placard not less than 500 millimetres square, bearing the words ONE KILOMETRE TO FINISH shall be placed at that point.
- 20.15.13 A placard not less than 1 metre square, bearing the words CAUTION CYCLE RACE FINISH AREA shall be placed 250 metres after the finish line in a position to be seen by all traffic approaching the finish line from the opposite direction to the riders excepting closed circuit criteriums.

## 20.16 Incidents, Accidents and Complaints

- 20.16.1 Any competitor involved in an accident during a road race must within three days of the accident report it, or have it reported on his behalf, to the Region issuing the permit for the race. The Region shall report the accident to Headquarters within seven days of the race.



## TECHNICAL REGULATIONS

20.16.2 Where a rider or official in a road race receives a summons as the result of any incident alleged to be in connection with the race he shall forward the summons immediately to the Region issuing the permit for the race.

20.16.3 Where a rider or official in a road race is convicted as the result of an incident in connection with the race (and where he or she was not subject to disciplinary action under the Disciplinary Rules at the time of the incident) he may be subject to disciplinary action under the Disciplinary Rules.

20.16.4 Police co-operation is desirable for all events and organisers and others shall avoid giving grounds for criticism and adverse relations. Any complaint received from the Police in respect of a road race must within three days of its receipt be communicated to the Region issuing the permit for the race, which shall deal with the complaint immediately.

### 20.17 Race Results

20.17.1 The organiser of a road race shall within 20 days of the event send a copy of the race results to the Region issuing the permit.

### 20.18 Road or Closed Circuit Criterium Series.

20.18.1 The provisions of T.R. 20 inclusive shall apply to a road or closed circuit criterium series and to each event in the series, except that entries and the entry fee shall be for the whole series and not for individual events therein.

## 21 STAGE RACES

Stage races will be conducted under regulations as set out below in addition to the normal technical regulations, unless the organiser specifies to the contrary on the entry form or prospectus and issues his own special regulations to all competitors and all officials prior to the event. Such special regulations may only deal with items which are not already covered by the BCF Technical Regulations.

21.1 Penalties (time, disqualification or fines, as appropriate) may be imposed at the discretion of the Chief Commissaire upon individual competitors or teams. See T.R. 12.

21.2 In the event of any accident, mechanical trouble or puncture occurring within the last three kilometres of any stage, the competitor(s)

concerned will be credited with the finishing time of the last competitor of the group he/they were with at the time of the incident, providing that the finishing line is crossed within the time limit (T.R. 21.13).

21.3 In timing stage finishes each rider in a group will be awarded the time of the leading rider at the line save that, where the timekeeper can ascertain a gap of one full second or more between riders, the riders after that gap shall be timed as another group and given the time of the leading rider in the group. Where photo finish is in use the same principle will apply.

21.4 Individual General Classification shall be calculated as the total time taken by the rider to complete each stage of the race plus penalties and less bonuses.

21.5 Team Classification shall be calculated as follows: for stage and/or overall classification, the times of the best three riders of a team on any stage added together (plus penalties). Team times for each stage will be added together to calculate the Team General Classification.

21.6 In 21.4 above, the winner of the competition shall be the rider having the lowest net time. In the event of two or more riders having equal times, the order shall be determined by adding together the places obtained on each stage, the rider having the lowest number taking precedence. Should two or more riders still be equal, then the places on the final stage shall decide the order.

21.7 In 21.5 above, the winner of the competition shall be the team having the lowest net time. In the event of two or more teams having equal times, the order shall be determined by the number of stage wins obtained by each team and then by the number of second places and so forth.

21.8 A rider who does not complete a stage of the race or is disqualified or finishes outside the time limit shall be excluded from the remainder of the race.

21.9 Time bonuses for stage finishes, unless specified otherwise in the event regulations as issued by the organiser, shall be 1st - 30 sec; 2nd - 20 sec; 3rd - 10 sec. (Time bonuses for intermediate sprints may be awarded if



	announced previously). Time bonuses shall not be awarded for time trial stages.		time between their original starting time and their time of reporting to the timekeeper. No competitor shall be allowed a re start.
21.10	Where a stage finishes on a track, the finishing time will be taken at the entrance to the track where the yellow flag will also be placed. Riders will enter the track and pass the finishing post once before completing a further full lap. Stage positions shall be determined as the order in which the riders cross the finishing line.	22.5	Competitors shall be started at intervals of not less than one minute.
21.11	Where a stage finishes on a circuit of two kilometres or less, the time shall be taken at the entrance to the circuit.	22.6	Competitors must ride entirely alone and unassisted. They must not ride in company with, nor take shelter from, any other rider or from any vehicle on the road. If one competitor overtakes another he must pass as widely as possible and no shelter must be given or received. The onus of avoiding riding in company shall be upon the rider overtaken who must drop back by at least 25 metres. Competitors when dismounted must wheel or carry their machines without assistance whilst covering any portion of the course.
21.12	Where a stage finishes on a circuit of more than two kilometres but less than five kilometres, the time shall be taken at the first crossing of the finishing line.	22.7	Competitors shall not be accompanied, followed, or in any way encouraged, by a helper in or on a motorised vehicle whilst such a vehicle is moving except that the Board may permit each rider to be followed by a single motor vehicle in certain specified events. Such vehicles must carry a bold identification name and/or number to the front and rear of the vehicle.
21.13	A time limit of 20% of the stage winner's time shall apply on each stage. This limit may be increased at the discretion of the Race Jury.	22.8	Any permitted following vehicle shall carry an assistant commissaire/observer approved by the Chief Commissaire. Such following vehicle must remain at least 20 metres behind the competitor and is not permitted to pass the competitor or draw alongside. In the event that service is required, the competitor must come to a complete stop.
21.14	Organisers shall provide a minimum of one neutral service vehicle for all stage races.	22.9	When one competitor is catching any permitted vehicle following the slower competitor, the latter vehicle must drop back behind any permitted vehicle following the faster competitor as soon as the distance between the two competitors is 100 metres. When the faster competitor catches the slower, the vehicle following the faster competitor must not pass the overtaken competitor until the gap is 60 metres. If the gap should subsequently close, the vehicle must drop behind the second competitor.
21.15	Race organisers may accept substitute riders in races for teams of 3 or more riders. These substitutions may take place up to one hour before the start time, after which no further substitutions may be effected. No reserves shall be permitted for events invoking this regulation. Application to invoke this regulation must be made to the permit issuer at least six weeks prior to the date of the event.	22.10	Any contravention of these regulations by drivers/occupants of permitted following vehicles may result in disciplinary action being taken under the Disciplinary Rules against those persons and the competitor concerned.
<b>22</b>	<b>TIME TRIALS</b>		
22.1	All events will be held under a permit issued in accordance with the Technical Regulations.		
22.2	Permission to hold the event should not be sought from the Police Authority but appropriate notification given to the Police as required by section 3 of the Cycle Racing on Highways Regulation 1960.		
22.3	The maximum number of competitors shall be as approved by the Region, up to a maximum of 120.		
22.4	Competitors not ready to start at the stated time must report to the timekeeper when ready. The Chief Commissaire shall use his discretion as to when such competitors shall start. These competitors shall only lose the		



## TECHNICAL REGULATIONS

22.11 All competitors shall wear properly affixed protective headgear which should be of a hard/soft shell construction (see T.R. 8.6.1). Junior riders' gears shall be restricted as per T.R. 3.3

22.12 The use of loudhailers or speaker systems for the purpose of encouraging riders is not permitted.

22.13 All relevant B.C.F. Technical Regulations appertaining to road races must be observed in addition to the aforementioned regulations.

22.14 Where permitted by the local Police Authorities flashing/rotary amber beacons shall be fitted where possible to ALL following race vehicles. The only exception to this shall be motorcycle officials.

22.15 With the exception of National Championships the minimum licence status criteria for participants in Time Trials and Team Time Trials shall be that of Provisional. The minimum membership status shall be that of Silver.

### 23 TEAM TIME TRIALS

23.1 Regulations for Time Trials shall apply to Team Time Trials as appropriate.

23.2 Teams shall be of two, three or four riders and all teams in any one event shall consist of an equal number of riders. Teams shall be started at intervals of not less than two minutes for teams of two and not less than three minutes in other cases.

23.3 Incomplete teams may start but (except teams of three starting in a competition for teams of four) shall not qualify for an award.

23.4 All riders in each team shall be attired in jerseys of similar colour and design.

23.5 Each competitor must be issued with a separate number with the numbers of each team including reserves being numbered consecutively.

23.6 Teams may nominate one reserve in the case of teams of three and two reserves in the case of four. The names of all reserves shall appear on the start sheet.

23.7 The normal formation of a team shall be single file with the minimum amount of echelon to allow a view ahead for each rider. In passing

other teams or vehicles, teams shall always be in single file.

23.8 No teams or members of teams shall take shelter from other vehicles or members of other teams. If one team overtakes another the onus shall be upon the overtaken team to avoid such racing by dropping back at least 25 metres. An overtaking team must pass on the outside leaving a reasonable gap between itself and the other team.

23.9 Each rider in each team shall be separately responsible for keeping a continuous look-out ahead and obeying all laws, road signs and Police signals

23.10 The time of a team shall be that recorded by the last member of the complete team to finish, except that in teams of four the time shall be that recorded on the third member of the team to finish who shall have completed the course. Awards won by a team shall be given to all starting members of that team and no special award shall be given to any individual member of a team.

23.11 Competitors shall not be accompanied, followed, or in any way encouraged, by a helper in or on a motorised vehicle whilst such vehicle is moving except that the Board may permit each team to be followed by a single motor vehicle in certain specified events. Such vehicles must carry a bold identification name and/or number to the front and rear of the vehicle. At no time may a following vehicle approach closer than 20 metres behind the last man of the team or the third rider of a four man team if the fourth rider has been dropped.

23.12 Any exchange of food, drink and equipment may only take place among members of the same team.

23.13 Pushing between team members is not permitted.

### 24 TRACK RACING

#### 24.1 Officials

24.1.1 The officials at a track meeting shall consist of (as necessary) a Chief Commissaire, Assistant Commissaires, Timekeepers, Starters, Clerks of the Course, Recorder, Gear Checkers (where necessary to ensure compliance with T.R. 3.3) who must be either associate,



affiliated, private or life members of the Federation. Licence Steward, Lap Scorers, Stewards, and Pacing Marshals may also be appointed.

24.1.2 Chief Commissaires for track events listed in T.R. 15.2.1. and all designated major track events shall be appointed by the Board.

24.1.3 The event organiser shall be responsible for the provision of suitable medical cover, in accordance with British Cycling's Medical Guidance Document.

## 24.2 Officials Duties

24.2.1 The Chief Commissaire shall deal with all questions relating to the conduct and result of a race. He shall instruct the other officials in their duties and, where necessary, delegate authority to them. He shall decide on protests, levy fines on riders, and act as he thinks fit in case of misconduct by competitors or officials, if necessary by disqualifying or relegating any such competitor or official for the whole or part of the track meeting as he may determine without a protest necessarily being lodged. In all matters the Chief Commissaire's decision shall be final.

24.2.2 Assistant Commissaires at track meetings shall have such powers and carry out such duties as the Chief Commissaire directs.

24.2.3 The Clerk of the Course shall call over the names of the competitors, see that they are on their appointed marks or positions, are properly clothed, their numbers properly exhibited, and that their machines conform to the provisions of T.R. 3. The Clerk of the Course will tell the Starter when he is satisfied that a heat or race is ready to start.

24.2.4 The Starter, when it has been reported to him by the Clerk of the Course that the competitors are ready, shall sound a warning whistle and then effect the start by firing a pistol shot. In the case of a false start the Competitors shall be called back by the Starter, on the instructions of the Clerk of the Course, firing a second pistol shot.

24.2.5 A Gear Checker shall inspect all relevant cycles and spare wheels, where necessary to ensure compliance with T.R. 3.3. It is the responsibility of the competitor and/or the parent or guardian in the case of under 18s, to ensure that for

every race held under these regulations his cycle is in a safe condition.

## 24.3 National Track Championships Officials

In the case of the National Hard Track Championships when held as a multiple day series the positions of Chief Commissaire and Assistant Commissaires will be incorporated within a panel of Commissaires presided over by a Chairman appointed by the Board.

## 24.4 Regulation Removed 1/1/2019

## 24.5 General Administration

### 24.5.1 Entries

24.5.1.1 Entries for open events at track meetings must be made on the entry forms shown in the Appendices to these Regulations.

24.5.1.2 This form shall enable the entrant to show details of the last event he has ridden at each of the distances entered, his last three performances in handicap events, and the last handicap event in which he won a prize. Results of club events shall not be given unless the entrant has no other performances to show.

24.5.1.3 The entry form must be signed by the entrant and be accompanied by the appropriate entry fee, failing which the entry shall be void.

24.5.1.4 An organiser shall ensure that all entries for open or confined events at his track meeting are available at the meeting for the inspection of the Chief Commissaire if required.

24.5.1.5 Rejected entries, for whatever reason, shall be returned within three days of the closing date for the track meeting.

24.5.1.6 The standard closing date for all track events, other than Track Leagues, shall be 20 days unless otherwise indicated.

24.5.1.7 Track event closing dates, if other than standard, shall be printed in the Track Calendar in the Federation's Annual Handbook.

24.5.1.8 The entry fee for one event at a track meeting shall not be less than the minimum charge for admission to the track. For each subsequent event the entry fee shall be decided by the organiser.



## TECHNICAL REGULATIONS

### 24.5.2 Tickets

- 24.5.2.1 The organiser shall send a competitor's ticket to each accepted entrant not later than seven days before the track meeting in question.
- 24.5.2.2 Tickets for entrants being members of the same club may, with their agreement, be sent to a named official of that club.
- 24.5.2.3 The ticket shall admit the holder to the meeting and show the venue, date and time of start of the meeting; and where heats are being held prior to the advertised time of start of the meeting, the time of start of such heats shall also be shown on the ticket.
- 24.5.2.4 The organiser of a track meeting shall at least three days prior to the meeting send to the Region issuing the permit for the meeting two tickets of admission and, where possible, two copies of the programme for the meeting.

### 24.5.3 Signing On

- 24.5.3.1 On arrival at the track, a competitor shall be given, without charge, a programme of the meeting.
- 24.5.3.2 There shall be a control point at a track meeting where the riders shall sign on, hand in their licences, and collect their race numbers.
- 24.5.3.3 Team Managers shall also sign on, indicating the riders in their charge, and hand in their licences.

### 24.6 General Track Racing Rules

- 24.6.1 In track racing, Juniors may compete with all other categories and without gear restrictions.
- 24.6.2 A competitor qualifying in a preliminary heat must ride in the next round unless he has the sanction of the Chief Commissaire to abstain, when the Chief Commissaire may allow the next in that heat to compete in his stead.
- 24.6.3 No competitor shall attempt to pass inside the sprinters line when a preceding rider is on the line or inside it.
- 24.6.4 A competitor overtaking another must pass on the outside unless the rider who is passed be dismounted, or has retired, or is riding wide. Before taking ground in front of another rider

there must be a clear length between his own and the other rider's machine. Riders must allow room for their opponents to pass on the outside. Any competitor infringing this regulation or being otherwise guilty of foul or unfair riding will be liable to disciplinary action under the Disciplinary Rules.

- 24.6.5 In the event of collusion between riders, the chief commissaire may disqualify the riders concerned, possibly after a warning.
- 24.6.6 A lapped rider shall not give pace or shelter to a rider by whom he has been lapped. The Chief Commissaire shall have complete discretion to decide when a rider has been lapped.
- 24.6.7 Competitors may dismount during a race at their pleasure, and may run with their machines in order to finish the race.
- 24.6.8 In the event of a dead heat in the final of National or Region Championship events under 1 kilometre (500m for Women, Junior and Under 16's) the riders dead-heating shall re-ride, at 1 km and over they shall jointly hold the title and each receive the appropriate award.
- 24.6.9 For bunched races (except elimination races) - In the case of a fall or a puncture, a rider shall be entitled to a neutralisation for the number of laps closest to 1300 metres. The chief commissaire shall decide the number of laps accorded in such a case. The rider shall rejoin the race in the same relative position to the field as at the time of the mishap. Neutralised riders may not return to the track within the last kilometre.
- 24.6.10 At no stage of any sprint, time trial or pursuit competition will a rider or team be permitted more than two attempts to establish a time. Any rider failing to establish a time will be credited with the slowest time and placed last in the competition.
- 24.6.11 The suspension of racing shall be signalled by a double pistol shot or two sharp blasts of the whistle. The chief commissaire shall determine whether the race shall be neutralised or stopped. Riders must follow the instructions of officials to ensure that competition is ended in a safe manner



## 24.7 Handicaps

- 24.7.1 All handicap races at open track meetings shall be handicapped by the chief commissaire or his delegate using the known knowledge of each rider's ability and performances by each rider in previous races run within that meeting. The decision by the chief commissaire or his delegate on the allocation of each rider's mark shall be final.
- 24.7.2 Each competitor shall be allowed an attendant to push off, but no part of the body of the pusher or attendant must touch the track in front of the rider's mark or starting line, otherwise the rider shall be liable for disqualification.
- 24.7.3 Each competitor must start from his proper mark and in default may be disqualified but, with the consent of the Chief Commissaire, he may start from a mark behind the one allotted him.
- 24.7.4 In starting, the foremost part of the machine should be in line with the competitor's mark and on banked tracks near the base of the banking whenever possible or otherwise as the Clerk of the Course may decide.
- 24.7.5 Where more than one competitor starts from the same mark, lots may be drawn to decide their positions counting from the inside of the track.
- 24.7.6 A competitor starting before the signal may be put back at the discretion of the Clerk of the Course for a distance not exceeding 10% of his handicap allowance, and on a repetition of the offence shall be disqualified.

## 24.8 Sprint

- 24.8.1 The Chief Commissaire shall prepare a formula showing the composition of the heats, if not already shown in the programme, repechages and other heats resulting therefrom.
- 24.8.2 The starting position of each rider shall be decided by the drawing of lots.
- 24.8.3 Should the race be on a best of three basis each rider shall lead one race, and a further draw shall be made should a deciding race prove necessary.

- 24.8.4 The start of a race shall be given by a pistol shot or whistle.
- 24.8.5 A false start shall be signalled if, within the first half lap, a rider suffers a mishap.
- 24.8.6 Should a mishap occur after the first half lap, the Chief Commissaire shall decide whether to allow a new start, with or without the rider deemed responsible, or whether to consider the result as having been established.
- 24.8.7 The rider on the inside of the track, unless overtaken, shall lead until reaching the pursuit line on the opposite side of the track. A maximum of two standstills shall be permitted for each race. The maximum period for a standstill shall be 30 seconds, following which the leading rider shall be directed by the starter to continue. If he fails to do so, the starter shall stop the race and declare the other rider the winner of the heat. In a three or four-up race, the race shall be immediately rerun as a two or three-up race, without the relegated rider.

## 24.9 Tandem Sprint

- 24.9.1 In no case may more than 3 tandems be lined up together.
- 24.9.2 The event shall be organised in accordance with the Sprint Regulations.

## 24.10 Individual Time Trial

- 24.10.1 An appointed holder or mechanical starting gate shall support the rider at the start. The rider must not be swung or pushed.
- 24.10.2 The start shall be given by a pistol shot, whistle or electronic device.
- 24.10.3 A false start shall be signalled if, within the first half lap, a rider suffers a mishap.
- 24.10.4 Should a mishap occur after the first half lap, the rider concerned shall drop out, and subject to the provisions of TR 24.6.10 be permitted a restart, but the other rider(s) shall continue to complete the distance.
- 24.10.5 The event shall be organised in accordance with Technical Regulations -Records.
- 24.10.6 Should two or more riders record the same time, they shall be placed equal.



## TECHNICAL REGULATIONS

### 24.11 Individual Pursuit

- 24.11.1 A preliminary round may be held to establish the fastest riders to make up the subsequent heats.
- 24.11.2 In the preliminary round only the time of each rider shall be considered and all riders, including those caught, will continue to cover the full distance to record a time.
- 24.11.3.1 Riders who are caught must not take pace or shelter from the leading rider.
- 24.11.3.2 A caught rider may re-pass the leading rider provided that they do not take pace or shelter from the leading rider.
- 24.11.3.3 A caught rider may only re-pass the leading rider once.
- 24.11.4 Riders shall take up position on the inside of the track diametrically opposite each other.
- 24.11.5 In multi-station pursuits riders shall be spaced around the track at equal distances.
- 24.11.6 A lap board and bell shall be set up at each finishing point.
- 24.11.7 The start shall be given by a pistol shot, whistle or audible electronic device. A further pistol shot or whistle shall indicate the stopping of a race.
- 24.11.8 An appointed Holder or mechanical starting gate shall support the rider at the start. The rider must not be swung or pushed.
- 24.11.9 In the event of a mishap in the first half-lap, the race shall be stopped and restarted immediately, or in the case of finals, within a maximum period of 5 minutes.
- 24.11.10 During any preliminary round, should a mishap occur after the first half lap the rider concerned shall drop out, and subject to the provisions of TR 24.6.10 be permitted a restart, but the other rider(s) shall continue to complete the distance.
- 24.11.11 In the first competition round, in the event of a mishap after the first half-lap, the race shall not be stopped. A rider who is the victim of a mishap, recognised or not, shall be permitted to ride again alone against the watch at the

end of the first competition round. His opponent shall continue to record a time. The riders eliminated in the first competition round will be placed in accordance with their times.

In finals, no mishap after the first half-lap will be taken into consideration. The rider that suffers a mishap shall be considered beaten in the finals.

- 24.11.12 In making up heats the Chief Commissaire shall match fastest against slowest, second fastest against second slowest and so on.
- 24.11.13 In all heats a rider who catches his opponent shall continue for the full distance to record a time.
- 24.11.14 A rider shall be considered caught when the pursuer draws level with him.
- 24.11.15 In the case of a dead heat at the finish, the riders shall be placed according to the best time recorded for the last lap, followed by the penultimate lap, etc.

### 24.12 Team Pursuit

- 24.12.1 The race shall be held in accordance with the Regulations for Individual Pursuit, except as detailed in the following clauses.
- 24.12.2 The number of riders constituting a team, the number of riders required to record a time and the distance of events shall be published.
- 24.12.3 The riders shall be lined up at the start. They shall line up in a straight line across the track or at an angle of 45 degrees.
- 24.12.4 The rider on the inside of the track shall be the leading rider from the start, and shall be held by a starting block or an appointed official. All the riders in the team shall be merely held and not pushed or swung at the start.
- 24.12.5 The start shall be signalled by a pistol shot, other audible device or electronic countdown system.
- 24.12.6 An invalid start shall be declared if the rider on the inside of the track crosses the line before the signal to start is given, or another member of the team crosses the line before the inside rider or starts before the signal to start has been given.





24.12.7 During any preliminary round should a mishap occur after the first half lap, the team may either drop out or, if there are sufficient remaining riders to record a time, continue. Should the team drop out it must do so within one lap of the incident occurring.

24.12.8 In the event of any rider interfering with or impeding the other team, the rider's team shall be disqualified.

24.12.9 Pushing between team members is not permitted.

24.12.10 A team shall be considered caught when the first rider of the leading team is within one metre of catching their opponent team.

## 24.13 Points Race

24.13.1 The winner shall be the rider with the highest number of points gained. Where two or more riders are equal on points the places in the final sprint shall determine the winner.

24.13.2 Sprints shall take place on pre-determined laps with the first 4 riders over the line gaining 5, 3, 2, 1 points respectively. Double points shall be awarded for the final sprint.

24.13.3 Any rider that gains a lap on the main field is awarded 20 points. Any rider that loses a lap on the main field is deducted 20 points

24.13.4 A rider shall be considered to have gained a lap and be awarded 20 points when they have caught up with the rear of the largest bunch.

24.13.5 Any rider or riders lapping the field shall cease to lead the field. The lead is then taken over by the rider or riders in front of the field on the track or failing that by the rider leading the main group. These riders shall be the leaders on the track but the race leader shall be the rider who has covered the greatest number of laps.

24.13.6 A whistle or bell will indicate the start of a sprint lap and must always be for the leader(s) on the track.

24.13.7 A rider lapped during a sprint lap will not qualify for points in that particular sprint.

24.13.8 The final lap shall be that of the race leader.

24.13.9 Lapped riders need not complete lost laps and shall be classified in accordance points gained. Any rider who retires from the race shall not be included in the result, regardless of the number of points gained.

## 24.14 Madison

24.14.1 Teams shall be of two or three riders wearing the same colours and number.

24.14.2 There must be one rider of each team in the race at all times.

24.14.3 Riders may relieve each other at any time during the race.

24.14.4 Changing shall take place as near to the inside edge of the track as practicable.

24.14.5 Relieved riders must take up a position outside the stayers line as soon as it is safe and practicable.

24.14.6 Changing shall be by one rider drawing level with the other and touching to denote relief.

24.14.7 The touch may be a push or handslang.

24.14.8 At pre-determined times during the race there will be sprints for points, with the first four teams over the line gaining 5, 3, 2 and 1 points respectively. Double points may be awarded for the final sprint.

24.14.9 Any team that gains a lap on the main bunch is awarded 20 points. Any team that loses a lap on the main bunch is deducted 20 points.

24.14.10 The winners of the race shall be the team with the highest number of points gained.

24.14.11 Should there be a draw on points, the winners shall be the best placed team in the final sprint.

24.14.12 The race shall end when the leading team has completed the distance.

24.14.13 Lapped riders need not fulfil lost laps.

24.14.14 A whistle shall be blown to indicate one lap to go before a sprint.

24.14.15 A bell will be rung at the start of the last lap.

24.14.16 Teams that rejoin the field, after gaining or losing laps, shall be eligible for sprint points.



## TECHNICAL REGULATIONS

- 24.14.17 Should one of the riders suffer a fall or mechanical incident, his team mate shall immediately take the team position in the race. There shall be no neutralisation.
- 24.14.18 Any team retiring from the race shall inform the Chief Commissaire immediately.
- 24.14.19 Teams may be disciplined by losing points, losing laps or disqualification.
- 24.14.20 The Chief Commissaire may neutralise a race should it be considered necessary to do so, as in the case of a crash involving several teams or the track becoming unsafe or impracticable for use.
- 24.14.21 The Chief Commissaire may terminate a race before the full distance should it be considered essential to do so.
- 24.14.22 The Chief Commissaire may withdraw teams who fall too many laps behind or who, in his opinion, may constitute a danger to other riders.
- 24.15 Motor Pace**
- 24.15.1 Motor Paced Races may be allowed in open meetings subject to permission being given by the Board.
- 24.15.2 Pacing shall be under the direct control of a Pacing Marshal, who may be the Chief Commissaire, who shall have power to order off the track and from the enclosure any pacer disobeying his directions or guilty of misbehaviour.
- 24.15.3 The cycles and motor cycles used shall conform to U.C.I. Regulations.
- 24.15.4 Riders shall draw for order of start and line up in that order, one behind the other, with the leader on the starting line.
- 24.15.5 The pacers shall get into the same order as the riders, and circle the track. Pacers shall wear the number corresponding to position drawn.
- 24.15.6 When the Pacing Marshal is satisfied that riders and pacers are in proper order and ready to start, he will instruct the starter to commence the race in accordance with his instructions.
- 24.15.7 Riders may receive a running push at the start of a race.
- 24.15.8 A false start shall be signalled should a mechanical failure or puncture occur before the riders have joined their pacers.
- 24.15.9 A motor-paced event shall end when the winner has covered the appropriate distance of the event. All other riders shall be placed in the order of their respective time behind the winner if on the same lap or at the appropriate number of laps behind.
- 24.15.10 In a contest embracing a series of events the winner on general classification shall be the rider covering the distance of the series in the fastest cumulative time.
- 24.15.11 A pacer may not ride outside the stayers line except when endeavouring to pass the rider in front.
- 24.15.12 At all times he should leave sufficient space on his right for the other riders to overtake.
- 24.15.13 Any rider attempting to overtake on the inside shall be disqualified.
- 24.15.14 A rider who has been lapped shall allow free passage to that rider should he wish to pass on a subsequent lap.
- 24.15.15 Any disabled pacer or pacing machine may be replaced with the consent of the Pacing Marshal.
- 24.15.16 Application for a pacer's licence will be considered by the Board for:- class A licence for 500 cc upwards; class B for motors below 500 cc; Class C for derny type training purposes. Holders of any class of motor pace licence may pace within keirin competition. Motor pace licences shall only be awarded to senior members of the Federation.
- 24.15.17 All applicants must have complied with the standard laid down in the special regulations issued annually by the Board.
- 24.15.18 Irrespective of differences in the stature of pacers the only clothing that may be worn under the pacing leathers is: Normal underwear of not more than one thickness; A long or short sleeved racing jersey without pockets; A pair of normal racing shorts; A pair of ankle length socks; A pair of racing gloves but not lined or gauntlets; An padded one-piece belt free from extensions or flaps.



No loose padding whatsoever shall be allowed. All clothing so employed must be tucked into the breeches and secured by means of a belt.

- 24.15.19 Pacers must wear crash helmets of an approved design.

#### **24.16 Team Sprint**

- 24.16.1 The number of riders constituting a team and the distance of events shall be published.
- 24.16.2 The riders shall be lined up at the start. They shall line up in a straight line across the track or at an angle of 45 degrees.
- 24.16.3 The rider on the inside of the track shall be the leading rider from the start, and shall be held by a starting block or an appointed official. All the riders in the team shall be merely held and not pushed or swung at the start.
- 24.16.4 The start shall be signalled by a pistol shot, other audible device or electronic countdown system.
- 24.16.5 An invalid start shall be declared if the rider on the inside of the track crosses the line before the signal to start is given, or another member of the team crosses the line before the inside rider or starts before the signal to start has been given.
- 24.16.6 At the completion of his lap, the leading edge of the leading rider's front wheel must cross the pursuit line ahead of the leading edge of the front wheel of the following rider. Thereafter, the leading rider must draw aside immediately and ride above the sprinter's line no later than 15 meters after the pursuit line. Pushing between members of the same team is strictly forbidden. If any of the requirements above are not met, the team shall be relegated to the last place in the stage of the competition.
- 24.16.7 During the qualification heats, should a team suffer a mishap, it shall restart at the end of the qualifying rounds. Any team, which may have been hindered by a mishap to its opponents, may, by decision of the Commissaires, be granted a restart at the end of the qualifying round.
- 24.16.8 From the semi finals onwards, in the event of a mishap the race shall be stopped and restarted.

#### **24.17 Elimination Race**

- 24.17.1 Elimination sprints shall be set at regular intervals as determined by the chief commissaire, who shall also determine the number of riders to be eliminated.
- 24.17.2 The start of the elimination lap shall be indicated by a whistle. The ringing of a bell shall indicate the start of the last lap. The bell to indicate the last lap shall be rung when a predetermined number of riders are left to contest the final sprint.
- 24.17.3 The last part of the last rider's machine to cross the finish line shall determine the rider to be eliminated. On the final sprint, the winner shall be determined by the position of the front wheel.
- 24.17.4 The commissaires' panel shall eliminate any rider or riders who are not contesting the race, or who suffer a mishap from the race. Elimination shall also be made from the rear of the main bunch.
- 24.17.5 Sprint regulations will apply for the whole of the elimination lap.
- 24.17.6 Laps gained shall have no significance in the Elimination Race.
- #### **24.18 Keirin**
- 24.18.1 Any heats and the final should consist of no more than nine riders.
- 24.18.2 During the initial laps, the pace will be set by the pacer at a base speed appropriate to the age/ability category of the riders being paced:

Category	Start speed	Max. speed
Junior & senior	30 kph	50 kph
Youth competitors	At the discretion of the chief commissaire	

The pacer shall ride within the sprinter line. The pacer shall gradually raise the speed to the maximum, and shall not accelerate sharply before leaving the track at a pre-determined point, in principle 600-800 metres before the finish.



## TECHNICAL REGULATIONS

- 24.18.3 The starting positions of the riders may be determined by drawing lots. The riders shall be placed side by side in that order on the pursuit line, the sprinters' lane being left free. The riders may be held, but not pushed, by assistants.
- 24.18.4 The start shall be given when the pacer approaches the pursuit line in the sprinters' lane. At the start, riders shall take their positions determined by the draw, directly behind the pacer, for at least the first lap, failing which the race shall be stopped and riders that failed to comply shall be disqualified. In the restart, the remaining riders shall again take their same relative positions behind the pacer.
- 24.18.5 If any rider passes the leading edge of the front wheel of the pacer before the pacer has left the track, the race shall be stopped and rerun and the offending rider(s) disqualified.
- 24.18.6 A false start shall be signalled if, within the first half lap, a rider suffers a mishap.
- 24.18.7 Riders must not barge or baulk other riders in order to gain advantage behind the pacesetter or other riders. In such instances the race may be stopped and rerun and the offending rider(s) may be disqualified.
- 24.19 Tempo Race**
- 24.19.1 The Tempo Race is a speciality in which the final placings are determined according to accumulated points won by riders during the sprints and by taking laps.
- 24.19.2 The regulations and format of tempo races shall be the same as that of the points race except that the first sprint lap shall be after a pre designated number of laps following which each lap shall be a sprint lap. For each sprint lap the first rider will gain 1 point, including the final sprint.
- 24.19.3 Any rider that gains a lap on the main field is awarded 20 points. Any rider that loses a lap on the main field is deducted 20 points.

## 25

## TRACKS

### 25.1 Measurements

- 25.1.1 The circumference of a hard track shall be marked with a 20 mm wide black gauge line with its inner edge set at 20 cm from the inside edge of the track. This line should be white on tracks with a dark surface.

- 25.1.2 The measurement of a track shall be on the inner edge of the gauge line.

### 25.2 Markings

- 25.2.1 On all hard tracks the following markings are obligatory and must be painted on before any track can be approved for competition:
- 25.2.1.1 A 40 mm wide black finishing line in centre of 720 mm wide white line radially across the track at the end of the finishing straight. This line to continue up the safety fence.
- 25.2.1.2 A 50 mm wide red Sprinters line circumferentially round the track with its outside edge 90 cm from the inside edge of the track.
- 25.2.1.3 A 50 mm wide blue Stayers line circumferentially round the track with its outside edge one-third of its width but not less than 2.5 metres from the inside edge.
- 25.2.1.4 A 50 mm wide white 200 metre line positioned radially across the track 200 metres from the finishing line.
- 25.2.1.5 A 50 mm wide red line positioned radially across half the width of the track at the centre of each straight to indicate the finishing point in pursuit races.
- 25.2.1.6 Numbered marks should be placed at the inside edge of the track at every 10 metres forward from the finishing line and similar un-numbered marks at every intervening 5 metres.
- 25.2.1.7 Where the colour of any painted line will not provide a sufficient contrast with the track surface a suitable alternative colour may be used subject to the prior approval of the Board having been obtained.



## 25.3 Grass Tracks

- 25.3.1 On all grass tracks the finishing line shall be three 25 mm parallel white lines distinctly marked across the track. The two outside lines shall be not more than 300 mm apart and the centre line shall be the finishing line.
- 25.3.2 The inside edge of all grass tracks shall be marked with a 40 mm white line.
- 25.3.3 On all grass tracks where pegs or flags are used to mark the inner boundary of the track, such pegs or flags shall be placed at least 200 mm inside the inner boundary of the track, they shall not be larger than 200 mm by 40 mm by 15 mm, and shall be at an angle with the ground of not more than 45 degrees.

## 25.4 Track Safety

- 25.4.1 Where possible a safety zone should be provided on the inside edge of all tracks (including grass tracks) with a minimum width of 4m for tracks of 250m or longer, or 2.5m for tracks shorter than 250m. Where the safety zone is between 2.5 and 3m in width, a smooth, unbroken guard wall of at least 90cm in height should be provided on its inner edge.
- 25.4.2 During competitions the safety zone must be kept free of any person or piece of equipment (including starting blocks) and any personnel standing in the safety zone shall be kept to a minimum.

## 26 RECORDS

- 26.1.1 The Board shall adjudicate on claims by citizens of the United Kingdom for track records set up as specified below. Such records shall be known as National Records.
- 26.1.2 The Board shall similarly adjudicate on claims by foreign nationals for track records set up in Federation territory. Such records shall be known as British Allcomers Records.
- 26.2 No claim for a record shall be considered unless the ride has been made:
- 26.2.1 On a track approved by the UCI or measured in accordance with T.R. 25 and the measurement certified by a qualified surveyor.

- 26.2.2 In the presence of an Official Observer and timed by at least two Chief Timekeepers who have, for the purpose of timing the record or records, used timing devices possessing certificates as specified in T.R. 16.14. Where electronic timing is being used, only one Chief Timekeeper is required.
- 26.2.3 In an open or confined race or a time trial at an open track meeting or a private time trial for which a permit shall have been granted by the Region within whose territory the attempt is to be made. The permit shall be valid for eight days from the date of issue.
- 26.2.4 Using any gear and equipment restrictions which are in place for the age category or event in question.
- 26.3 Where any of the records at the times or distances listed in these Regulations remains to be established the Board may set a standard for such record and no claim for the record will be considered unless the standard is equalled or beaten. Otherwise the Board shall adjudicate on claims by riders who consider that their performances should be recognised as records at the said times or distances.
- 26.4 All records may be electronically timed and where so timed shall be to the nearest 1/1000th of a second, in accordance with T.R. 16.14.8.. Where hand held timing devices are used and controlled as described in T.R. 16.14.6, records shall be timed to 1/10th of a second. A 1/10th second beating of an existing record shall establish a new record.
- 26.5 The area of the track inside the gauge line (the black band) shall be made unrideable during record attempts.
- 26.6 At Olympic Games, World Championships, World Cup, Continental and Regional Championships (UCI sanctioned), National Championships and any event which conforms with Technical Regulation 26.2.2, unpaced standing start records may be approved over distances up to and including 4 kilometres when two riders or two teams start on opposite sides of the track. For all other distances and for record attempts outside such events the rider or team shall be alone on the track.



## TECHNICAL REGULATIONS

26.7.1 In all attempts on standing start records the riders may be held at the start, but shall not receive a push, except that in motor-paced record attempts a running push start may be allowed. The signal for the rider to start shall be the blowing of a whistle, following which the rider has five seconds in which to make his start. The standing start position of the rider's cycle shall be with the front of the front wheel vertically over the starting line. The time shall start upon the rider's front wheel coming into contact with the starting line and finish with the rider's front wheel coming into contact with the finishing line.

26.7.2 In all attempts on standing start records a mechanical starting gate may be used in which case the time shall start upon the release of the starting gate.

26.8.1 No claim for a record set up outside the aforementioned events shall be considered unless ten working days notice of the attempt shall have been given to the Federation Competition Director.

26.8.2 Within the notice period the Competition Director shall be responsible for providing an official observer and, where considered appropriate, facilities for an anti-doping control. All other officials must be obtained by the competitor or his helpers. In events covered by T.R. 15.2, the appointed Chief Commissaire shall act as the appointed observer.

26.8.3 Records must be claimed by the rider within 14 days of the attempt and upon the Federation's record claim form which will be provided by the appointed Observer present for the attempt. The Board may, at its discretion, extend the time within which a record claim may be made. The original time sheets signed by the timekeepers or the approved operator of a fully automatic timing device as appropriate, and showing lap by lap times shall accompany all record claims. Claims for records broken at the aforementioned Championships shall be supported by the official result communiqué.

26.8.4 The Board may procure and use any evidence bearing upon a record claim, and shall retain all documents in connection therewith.

26.8.5 No rider shall attempt, claim, or permit to be published a track record unless under these Regulations, and any rider so attempting,

claiming, or permitting, or any official assisting him, shall be in breach of these Regulations. Where a record time or distance is beaten more than once in the same day, only the fastest time or farthest distance shall be recognised as a new record.

26.9 The Board may decline to consider any claim it may consider to be contrary to the interests of the sport. Any person improperly claiming or supporting a record shall be in breach of these Regulations.

26.10 All motor-paced record attempts shall conform to conditions laid down by the Board.

26.11.1 During attempts on the 1 hour record arrangements shall be made to indicate the last lap. To calculate the distance covered in the hour the rider shall, when the time is up, continue for the additional distance and complete the lap. The time taken for the last lap shall be used to calculate the distance covered during the time remaining to complete the hour in accordance with the following formula:

$$D = \frac{L \times T.R.}{TL}$$

Where: D is the additional distance,  
L is the length of the track,  
T.R. is the time remaining to complete the hour,  
TL is the time for the last lap

26.11.2 If a recognised incident prevents the rider from completing the last lap, the time of the preceding lap shall be taken to calculate the distance covered.

### 26.12 Records

26.12.1 Men, Bicycles

- Unpaced standing start: 500 metres, 1, 4, 5, 10 and 20 kilometres; 1 hour (Athletes) and Best 1 Hour; 4 kilometres team pursuit (four riders) and 750 metres team sprint (three riders).
- Unpaced flying start: 200, 500 and 1000 metres
- Motor paced, standing start: 10, 25 and 50 kilometres, and 1 hour.



- 26.12.2. Men, Tandems
- Unpaced standing start: 500 metres, 1, 5, 10 and 20 kilometres, and 1 hour.
  - Unpaced flying start, 200, 500 and 1000 metres
- 26.12.3 Women, Bicycles
- Unpaced standing start: 500 metres, 1, 3, 5, 10 and 20 kilometres; 1 hour (Athletes) and Best 1 Hour; 4 kilometres team pursuit (four riders) and 500 metres team sprint (two riders).
  - Unpaced flying start: 200, 500 and 1000 metres
- 26.12.4 Women, Tandems
- Unpaced standing start: 500 metres, 1, 5, 10 and 20 kilometres, and 1 hour.
  - Unpaced flying start: 200, 500 and 1000 metres.
- 26.12.5 Junior Men, Bicycles
- Unpaced standing start: 1 and 3 kilometres; 3 kilometres team pursuit (four riders) and 750 metres team sprint (three riders).
  - Unpaced flying start: 200 and 500 metres.
- 26.12.6 Junior Women, Bicycles
- Unpaced standing start: 500 metres and 2 kilometres; 3 kilometres team pursuit (four riders) and 500 metres team sprint (two riders).
  - Unpaced flying start: 200 and 500 metres.
- 26.12.7 Youth A Male, Bicycles
- Unpaced standing start: 500 metres and 2 kilometres.
  - Unpaced flying start: 200 and 500 metres.
- 26.12.8 Youth A Female, Bicycles
- Unpaced standing start: 500 metres and 2 kilometres.
  - Unpaced flying start: 200 and 500 metres.
- 26.12.9 Youth B Male, Bicycles
- Unpaced standing start: 500 metres and 1500 metres.
  - Unpaced flying start: 200 metres.
- 26.12.10 Youth B Female, Bicycles
- Unpaced standing start: 500 metres and 1500 metres.
  - Unpaced flying start: 200 metres.
  -
- 26.12.11 Youth Male Team, Bicycles
- 3 kilometres team pursuit (four riders) and 750 metres team sprint (three riders).

- 26.12.12 Youth Female Team, Bicycles
- 3 kilometres team pursuit (four riders) and 500 metres team sprint (two riders).
- 26.12.13 Senior/Junior Disability male and female, Categories C 1-5, B.
- Unpaced standing start: 1 Km, 3Km, 4km, 1 hour.
  - Unpaced flying start: 200m.
- 26.12.14 Youth Disability male and female Categories C 1-5, B.
- Unpaced standing start: 2km, 500m
  - Unpaced flying start: 200m

**Note:** There are no gear restrictions for B records.

- 26.12.15 Masters A Male
- Unpaced standing start; 1km, 3km, 1 Hour
  - Unpaced flying start; 200m
- 26.12.16 Masters B Male
- Unpaced standing start; 1km, 3km, 1 Hour
  - Unpaced flying start; 200m
- 26.12.17 Masters C Male
- Unpaced standing start; 750m, 3km, 1 Hour
  - Unpaced flying start; 200m
- 26.12.18 Masters D Male
- Unpaced standing start; 750m, 3km, 1 Hour
  - Unpaced flying start; 200m
- 26.12.19 Masters E Male and older in five year age bands
- Unpaced standing start; 500m, 2km, 1 Hour
  - Unpaced flying start; 200m
- 26.12.20 Masters A Female and older in five year age bands
- Unpaced standing start; 500m, 2km, 1 Hour
  - Unpaced flying start; 200m

## 27 ROLLER RACING

- 27.1 Roller racing shall be exempt from regional registration fees and the necessity for competitors to be members of the Federation. The provisions of T.R. 24 shall apply where appropriate.
- 27.2 The promoters shall cause the roller apparatus to be checked before the start of the racing to ensure it is safe and in proper working order.



## TECHNICAL REGULATIONS



### 27.3 Officials

- 27.3.1 The officials at a roller racing meeting shall consist of a Chief Commissaire, Starter, Timekeepers, Clerk of the Course, Gear Checker and Stewards as necessary.
- 27.3.2 The Chief Commissaire shall be the senior official at a Roller Racing meeting, and there must be a Chief Commissaire at every such meeting.
- 27.3.3 The Chief Commissaire and Timekeeper shall have a central position opposite the roller dials, and free from the audience.
- 27.3.4 The Starter when he sees the competitors are settled, shall ask Are you ready? and if no reply to the contrary, effect the start by pistol or other pre-arranged signal. A bell shall be rung for the last lap or half lap as arranged, and the starter shall signal the finish of the race by pistol shot or as otherwise arranged when all the riders to be placed have completed the distance.
- 27.3.5 The Gear Checker shall check the gears and crank length of the machines to be used.

### 27.4 Gearing

- 27.4.1 In open competitions the maximum top gear permitted shall be such that the distance covered per crank revolution shall not exceed 8.26 metres, cranks must not be less than 165 millimetres.
- 27.4.2 The gear shall be checked against the distance covered by one revolution of the cranks at the specified gear and the gear checker shall set out a line showing the distance.
- 27.4.3 All gears must be checked before each heat, including first, intermediate and final heats and after any exchange of wheels or tyres. It is the rider's responsibility to have this done.
- 27.4.4 Competitions with unlimited gears may be allowed but not for under 16's (T.R. 3.3).

### 27.5 Special Regulations

- 27.5.1 In the case of (1) a false start, (2) a fall, (3) mechanical mishap to rollers or machines including punctures, before 100 metres have been covered by the leaders, a re-start shall be made in Championship races.
- 27.5.2 Organisers may at their discretion allow a re-start in other races in circumstances (2) and (3).
- 27.5.3 In cases of a false start, the riders must be recalled.
- 27.5.4 Notice must be given on entry form, prospectus and programme of these conditions.
- 27.5.5 Attendants may be allowed to hold riders and, in such cases, riders may select their own attendant.
- 27.5.6 Attendants must be neatly attired and, where the organiser requires a special costume, the attendant must comply with the request, the costume shall be provided by the organiser.
- 27.5.7 In events where riders are not held for the duration of a race, they must be released at 200 metres, a whistle signal being given at 100 metres and a second on 200 metres being reached by the leaders.





### Appendix 1: Gear Tables – Metric Gear Tables

Standard Sprint Rim with 18mm low profile tubular and standard 700c rim with racing type slick H.P. tyre															
SPROCKET SIZE															
	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
40	7.01	6.47	6.01	5.61	5.26	4.95	4.67	4.43	4.21	4.01	3.82	3.66	3.51	3.37	3.24
41	7.19	6.63	6.16	5.75	5.39	5.07	4.79	4.54	4.31	4.11	3.92	3.75	3.59	3.45	3.32
42	7.36	6.80	6.31	5.89	5.52	5.20	4.91	4.65	4.42	4.21	4.02	3.84	3.68	3.53	3.40
43	7.54	6.96	6.46	6.03	5.65	5.32	5.02	4.76	4.52	4.31	4.11	3.93	3.77	3.62	3.48
44	7.71	7.12	6.61	6.17	5.78	5.44	5.14	4.87	4.63	4.41	4.21	4.02	3.86	3.70	3.56
45	7.89	7.28	6.76	6.31	5.92	5.57	5.26	4.98	4.73	4.51	4.30	4.12	3.94	3.79	3.64
46	8.06	7.44	6.91	6.45	6.05	5.69	5.38	5.09	4.84	4.61	4.40	4.21	4.03	3.87	3.72
47	8.24	7.60	7.06	6.59	6.18	5.82	5.49	5.20	4.94	4.71	4.49	4.30	4.12	3.95	3.80
48	8.41	7.77	7.21	6.73	6.31	5.94	5.61	5.31	5.05	4.81	4.59	4.39	4.21	4.04	3.88
49	8.59	7.93	7.36	6.87	6.44	6.06	5.73	5.42	5.15	4.91	4.68	4.48	4.29	4.12	3.96
50	8.76	8.09	7.51	7.01	6.57	6.19	5.84	5.54	5.26	5.01	4.78	4.57	4.38	4.21	4.04
51	8.94	8.25	7.66	7.15	6.70	6.31	5.96	5.65	5.36	5.11	4.88	4.66	4.47	4.29	4.13
52	9.11	8.41	7.81	7.29	6.84	6.43	6.08	5.76	5.47	5.21	4.97	4.76	4.56	4.37	4.21
53	9.29	8.57	7.96	7.43	6.97	6.56	6.19	5.87	5.57	5.31	5.07	4.85	4.64	4.46	4.29
54	9.46	8.74	8.11	7.57	7.10	6.68	6.31	5.98	5.68	5.41	5.16	4.94	4.73	4.54	4.37
55	9.64	8.90	8.26	7.71	7.23	6.80	6.43	6.09	5.78	5.51	5.26	5.03	4.82	4.63	4.45
56	9.82	9.06	8.41	7.85	7.36	6.93	6.54	6.20	5.89	5.61	5.35	5.12	4.91	4.71	4.53

Standard Sprint Rim with normal road tubular tyre															
SPROCKET SIZE															
	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
40	7.12	6.57	6.10	5.69	5.34	5.02	4.75	4.50	4.27	4.07	3.88	3.71	3.56	3.42	3.29
41	7.30	6.74	6.25	5.84	5.47	5.15	4.86	4.61	4.38	4.17	3.98	3.81	3.65	3.50	3.37
42	7.47	6.90	6.41	5.98	5.61	5.28	4.98	4.72	4.48	4.27	4.08	3.90	3.74	3.59	3.45
43	7.65	7.06	6.56	6.12	5.74	5.40	5.10	4.83	4.59	4.37	4.17	3.99	3.83	3.67	3.53
44	7.83	7.23	6.71	6.26	5.87	5.53	5.22	4.95	4.70	4.47	4.27	4.09	3.92	3.76	3.61
45	8.01	7.39	6.86	6.41	6.01	5.65	5.34	5.06	4.80	4.58	4.37	4.18	4.00	3.84	3.70
46	8.19	7.56	7.02	6.55	6.14	5.78	5.46	5.17	4.91	4.68	4.47	4.27	4.09	3.93	3.78
47	8.36	7.72	7.17	6.69	6.27	5.90	5.58	5.28	5.02	4.78	4.56	4.36	4.18	4.01	3.86
48	8.54	7.89	7.32	6.83	6.41	6.03	5.69	5.40	5.13	4.88	4.66	4.46	4.27	4.10	3.94
49	8.72	8.05	7.47	6.98	6.54	6.16	5.81	5.51	5.23	4.98	4.76	4.55	4.36	4.19	4.02
50	8.90	8.21	7.63	7.12	6.67	6.28	5.93	5.62	5.34	5.08	4.85	4.64	4.45	4.27	4.11
51	9.08	8.38	7.78	7.26	6.81	6.41	6.05	5.73	5.45	5.19	4.95	4.74	4.54	4.36	4.19
52	9.25	8.54	7.93	7.40	6.94	6.53	6.17	5.84	5.55	5.29	5.05	4.83	4.63	4.44	4.27
53	9.43	8.71	8.08	7.55	7.07	6.66	6.29	5.96	5.66	5.39	5.14	4.92	4.72	4.53	4.35
54	9.61	8.87	8.24	7.69	7.21	6.78	6.41	6.07	5.77	5.49	5.24	5.01	4.80	4.61	4.44
55	9.79	9.03	8.39	7.83	7.34	6.91	6.53	6.18	5.87	5.59	5.34	5.11	4.89	4.70	4.52
56	9.97	9.20	8.54	7.97	7.47	7.03	6.64	6.29	5.98	5.69	5.44	5.20	4.98	4.78	4.60



## TECHNICAL REGULATIONS

### Imperial Gear Tables

	SPROCKET SIZE																			
	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
57	128.3	118.4	110.0	102.6	96.2	90.5	85.5	81.0	77.0	73.3	70.0	66.9	64.1	61.6	59.2	57.0	55.0	53.1	51.3	
56	126.0	116.3	108.0	100.8	94.5	89.0	84.0	79.6	75.6	72.0	68.7	65.8	63.0	60.5	58.2	56.0	54.0	52.1	50.4	
55	123.8	114.3	106.1	99.0	92.8	87.4	82.5	78.2	74.3	70.7	67.5	64.6	61.9	59.4	57.1	55.0	53.0	51.2	49.5	
54	121.5	112.2	104.2	97.2	91.1	85.8	81.0	76.8	72.9	69.4	66.3	63.4	60.8	58.3	56.1	54.0	52.1	50.3	48.6	
53	119.3	110.1	102.2	95.4	89.5	84.2	79.5	75.3	71.6	68.2	65.1	62.2	59.6	57.3	55.0	53.0	51.1	49.4	47.7	
52	117.0	108.0	100.3	93.6	87.8	82.6	78.0	73.9	70.2	66.9	63.8	61.1	58.5	56.2	54.0	52.0	50.2	48.4	46.8	
51	114.8	105.9	98.4	91.8	86.1	81.0	76.5	72.5	68.9	65.6	62.6	59.9	57.4	55.1	53.0	51.0	49.2	47.5	45.9	
50	112.5	103.9	96.4	90.0	84.4	79.4	75.0	71.1	67.5	64.3	61.4	58.7	56.3	54.0	51.9	50.0	48.2	46.6	45.0	
49	110.3	101.8	94.5	88.2	82.7	77.8	73.5	69.6	66.2	63.0	60.1	57.5	55.1	52.9	50.9	49.0	47.3	45.6	44.1	
48	108.0	99.7	92.6	86.4	81.0	76.3	72.0	68.2	64.8	61.7	58.9	56.4	54.0	51.9	49.9	48.0	46.3	44.7	43.2	
47	105.8	97.6	90.7	84.6	79.3	74.7	70.5	66.8	63.5	60.4	57.7	55.2	52.9	50.8	48.8	47.0	45.3	43.8	42.3	
46	103.5	95.6	88.7	82.8	77.6	73.1	69.0	65.4	62.1	59.2	56.5	54.0	51.8	49.7	47.8	46.0	44.4	42.8	41.4	
45	101.3	93.5	86.8	81.0	76.0	71.5	67.5	64.0	60.8	57.9	55.2	52.8	50.6	48.6	46.7	45.0	43.4	41.9	40.5	
44	99.0	91.4	84.9	79.2	74.3	69.9	66.0	62.5	59.4	56.6	54.0	51.7	49.5	47.5	45.7	44.0	42.4	41.0	39.6	
43	96.8	89.3	82.9	77.4	72.6	68.3	64.5	61.1	58.1	55.3	52.8	50.5	48.4	46.4	44.7	43.0	41.5	40.0	38.7	
42	94.5	87.2	81.0	75.6	70.9	66.7	63.0	59.7	56.7	54.0	51.6	49.3	47.3	45.4	43.6	42.0	40.5	39.1	37.8	
41	92.3	85.2	79.1	73.8	69.2	65.1	61.5	58.3	55.4	52.7	50.3	48.1	46.1	44.3	42.6	41.0	39.5	38.2	36.9	
40	90.0	83.1	77.2	72.0	67.5	63.5	60.0	56.9	54.0	51.4	49.1	47.0	45.0	43.2	41.5	40.0	38.6	37.2	36.0	
39	87.8	81.0	75.2	70.2	65.8	62.0	58.5	55.4	52.7	50.2	47.9	45.8	43.9	42.1	40.5	39.0	37.6	36.3	35.1	
38	85.5	78.9	73.3	68.4	64.1	60.4	57.0	54.0	51.3	48.9	46.6	44.6	42.8	41.0	39.5	38.0	36.7	35.4	34.2	
37	83.3	76.9	71.4	66.6	62.5	58.8	55.5	52.6	50.0	47.6	45.4	43.4	41.6	40.0	38.4	37.0	35.7	34.5	33.3	
36	81.0	74.8	69.4	64.8	60.8	57.2	54.0	51.2	48.6	46.3	44.2	42.3	40.5	38.9	37.4	36.0	34.7	33.5	32.4	
35	78.8	72.7	67.5	63.0	59.1	55.6	52.5	49.7	47.3	45.0	43.0	41.1	39.4	37.8	36.4	35.0	33.8	32.6	31.5	

Measurement in inches = No. teeth on chainring x diameter back wheel (27") ÷ No. teeth on sprocket



## Appendix 2: Sanctions and Penalties Guidance

This guidance provides standardised maximum penalties and fines that can be sanctioned for offences and misconduct for riders, managers and helpers across all regions and disciplines. Each incident however should be assessed individually and dealt with appropriately based on the evidence available at the time.

There is a range of sanctions and penalties that can be issued, but good practice dictates that a warning, or educational conversation, is the first action to be taken; unless the severity of the offence, level of competition, or other regulations, dictate a stricter penalty needs to be sanctioned. Where subsequent or multiple offences are committed within a race, penalties should be increased at each violation, up to the maximum penalty available.

The range of sanctions and penalties available to commissaires and referees varies between disciplines, and may include: warnings, penalties, relegations, fines, and DQ.

Fines can be issued in all races, but note that:

- Other penalties are preferable – refer to discipline specific rules and regulations for details
- Youth races should only incur a fine as a last resort, when warnings have been issued, and disqualification is not deemed sufficient.
- All of a race's prize money can be withheld as well as, or in lieu of, another penalty
- In stage races, proportionate time penalties, or all that stage's prize money, can also be sanctioned.

A penalty can be issued to the team or helpers if the rider cannot be identified. All penalties issued are to be reported to British Cycling. Please see the Disciplinary Rules for Cycle Sport for details of how to refer disciplinary cases.

The table opposite details the maximum penalty available to be issued by British Cycling commissaires and referees per offence in a race. Refer to the discipline specific rules and regulations for details of discipline specific infringements.



## TECHNICAL REGULATIONS

Infringements		Maximum Penalty	
		National Events	Regional Events
1	Start without signing on / registration	£30 fine and DQ	DQ
2	Use of non-regulation cycle, clothing or equipment in a race	Start refused / £100 / DQ / disciplinary referral	Start refused / DQ / disciplinary referral
3	No helmet at start, taking helmet off	Start refused / DQ / £50	Start refused / DQ
4	Race/ID number, cycle plate or frame plate altered, invisible or unrecognisable.	Start refused / not placed / REL & £50 / DQ	Start refused / not placed / REL / DQ
5	Refusal to wear awarded jersey.	Start refused / DQ & £50	Start refused / DQ
6	Using false information for race entry and registration	DQ and disciplinary referral	DQ and disciplinary referral
7	Prohibited/non-regulation assistance, equipment exchange, refreshment	Each rider: DQ & £100 Team manager: £100	Each rider: DQ Team manager: £50
8	Unauthorised pulling or pushing of rider, jersey, or bike by another rider.	DQ & £100	DQ
9	Wilful deviation from the course/attempt to gain an advantage by not covering the course appropriately	DQ & £100	DQ
10	Unintentional detour of the course/not covering the full course, resulting in an advantage	REL / appropriate time penalty / DQ	REL / appropriate time penalty / DQ
11	Disobeying or obstructing an official	DQ / £50 / disciplinary referral	DQ / disciplinary referral
12	Illegal or dangerous throwing of an object	DQ & £100	DQ
13	Rider continuing in race after having been withdrawn	£100 / DQ / disciplinary referral	DQ / disciplinary referral
14	Conspiring, cheating, or collusion between riders or teams to pre-determine or alter the result/placing	Each rider involved: DQ, £100 and disciplinary referral	Each rider involved: DQ and disciplinary referral
15	Non-return of number/transponder	£50 plus cost of item	£25 plus cost of item
16	Failing to attend official ceremonies	£100 and/or forfeit of prizes	Forfeit of prizes
17	Acts of physical contact or violent conduct and/or abusive language.	DQ, £200 & disciplinary referral	DQ & disciplinary referral
18	Behaviour that damages the image of cycling e.g. seeking an unfair advantage by any other means outside the rules or not in the spirit of the sport, disorderly conduct, littering, urinating in public, bad language, theft etc.	£200, DQ & disciplinary referral	DQ & disciplinary referral





# NOTES



NOTES



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# TECHNICAL REGULATIONS

**Note:** The following regulations are specific to the mountain bike disciplines. Where no specific reference to any particular point or issue is contained herein, the General Technical Regulations of British Cycling (BC) will apply.

## 1. COMPETITION TYPES

- 1.1 The mountain bike regulations incorporate the following distinct disciplines and specialities:
  - A. Cross Country: XC
    - Cross Country Olympic: XCO
    - Cross Country Endurance or Marathon: XCM
    - Cross Country Point to Point: XCP
    - Cross Country Short Circuit: XCC
    - Cross Country Eliminator: XCE
    - Cross Country Time Trial: XCT
    - Cross Country Team Relay: XCR
    - Cross Country Stage Race: XCS
  - B. Downhill: DH
    - Individual Downhill: DHI
    - Massed-Start Downhill: DHM
  - C. Four Cross, Dual Slalom and Pump Track Racing
    - Dual/Four Cross: 4X or DL
    - Dual Slalom: DS
    - Pump Track: PTR
  - D. Other types of mountain bike event
    - Enduro: END
    - Hill Climb: HC
    - Urban Races: XCU or DHU
    - Mixed Competitions: MMX

## 2. AGE CATEGORIES AND PARTICIPATION

### 2.1 Licences

- 2.1.1 Racing licences are issued under the provisions of the General Technical Regulations of British Cycling. Full racing licences are valid for all BC and UCI sanctioned competition in all cycling disciplines.
- 2.1.2 A valid full racing licence is obligatory for entry to all National Championships and national level events, to qualify for medals at Regional Championships, and to qualify for national ranking points from any BC sanctioned event.

### 2.2 Age Categories

- 2.2.1 A rider's age category is determined as being on the 1st January of the year of the appropriate birthday.
- 2.2.2 Age categories for men and women are:
 

<b>Fun</b>	From 12th birthday onwards
<b>U12</b>	To 31st December year of 12th birthday
<b>Juvenile</b>	From 1st January year of 13th birthday to 31st December year of 14th birthday
<b>Youth</b>	From 1st January year of 15th birthday to 31st December year of 16th birthday
<b>Junior</b>	From 1st January year of 17th birthday to 31st December year of 18th birthday
<b>U23</b>	From 1st January year of 19th birthday to 31st December year of 22nd birthday
<b>Senior</b>	From 1st January year of 19th birthday

**Note:** All Male and Female Senior age riders may be further categorised into 'Ability' groupings as follows: Sport, Expert and Elite. From year of 30th birthday, senior riders without an ability category are classified in the following age bands:

- |                      |   |
|----------------------|---|
| <b>Master</b>        | From 1st January year of 30th birthday to 31st December year of 39th birthday |
| <b>Veteran</b>       | From 1st January year of 40th birthday to 31st December year of 49th birthday |
| <b>Grand Veteran</b> | From 1st January year of 50th birthday to 31st December year of 59th birthday |
| <b>Super Veteran</b> | From 1st January year of 60th birthday onwards                                |





- 2.2.3 In National Championships and National Series events, riders with Master, Veteran or Junior licences may only ride in Senior or ability category races on the agreement of BC.
- 2.2.4 Each category should normally have a different time of start, but for minor races smaller numbers may allow for the mixing of categories without detriment to the standard and quality of event.
- 2.2.5 All promoters are encouraged to hold short course XC (XCC) within their race programme as an event for Under 12's, which should take place on a shortened course in close proximity to the main start and finish area.
- 2.2.6 Riders participating in competitive races classified as Cross Country Endurance or Marathon (XCM) must be in their 19th year or older. Junior riders may participate in races up to a maximum distance of 25km or which are planned to be no more than 2 hours duration, whichever is greater. Riders below Junior age may not participate in races classified as Cross Country Endurance or Marathon (XCM).
- 2.3 4X Category Upgrades**
- 2.3.1 Licensed 4X competitors in the Juvenile category may compete in the Youth category but must obtain written clearance from BC HQ.
- 2.3.2 Licensed 4X competitors in their 12th year or older may request dispensation via British Cycling to compete in the next higher age or ability band.
- 2.3.3 Licensed female 4X competitors in their 12th year or older may request dispensation via British Cycling to compete in an age equivalent male category.

## 3. EQUIPMENT

### 3.1 The Bicycle

- 3.1.1 Bicycles used in competition must be capable of safely and efficiently completing the task and must, as a minimum, be mechanically sound, have efficient brakes on all wheels and all reasonable steps must be taken to ensure the safety of the rider and others. As part of the latter, bar plugs are compulsory.

- 3.1.2 If, in the opinion of the appointed commissaire, a bicycle fails to meet the above criteria the rider must take immediate steps to ensure the necessary steps are taken to remedy the shortcomings and ensure the commissaire's requests are met. Failure to do so will result in exclusion from the competition.

### 3.2 Helmets

- 3.2.1 It is compulsory to wear a protective helmet when racing or training on the course and such helmet must comply with the required safety standards defined in the General Regulations.
- 3.2.2 A full face helmet is compulsory for Downhill, Four Cross and Dual Slalom. The helmet must be properly secured in both training and racing and must be fitted with a visor.

**Note:** See notes under General Technical Regulation 8.6

### 3.3 Protective Clothing

- 3.3.1 For Downhill, Four Cross and Dual Slalom competition BC strongly recommends that riders wear the following protection:
- Back, elbow, knee and shoulder protection made of rigid materials.
  - Protection for the nape of the neck and the cervical vertebrae.
  - Padding on shins and thighs
  - Broad full-length trousers made from rip-resistant material incorporating protection for the knees and calves, or broad-cut shorts made from rip-resistant material plus knee and calf protectors with a rigid surface.
  - Long sleeved shirt.
  - Full finger gloves.

**Note:** The Federation makes no warranties or representations regarding the adequacy of any Standard or the fitness for the purpose of any brand of protective clothing and will not accept any claims arising from the use of any particular item of protection..



## TECHNICAL REGULATIONS

### 4 RACE OFFICIALS

#### 4.1 Commissaires

4.1.1 Commissaires are appointed to independently control all sporting aspects of an event. They must work with the event organiser to ensure that the regulations are applied and respected, and be responsible for confirming and publishing the official results.

4.1.2 At least one commissaire should be appointed to officiate at all events, but dependent upon the nature of the event, British Cycling may determine that additional commissaires are required.

4.1.3 For events awarded national status, a commissaire panel shall be appointed, comprising a minimum of three commissaires. One of the appointees shall be accorded the role of chief commissaire, and be responsible for designating the roles of the other appointed officials.

4.1.4 For events awarded international calendar status, the chief commissaire shall be appointed by the UCI, who for higher level international events, may also appoint additional members of the commissaire panel.

4.1.5 The race organiser should provide radios to each member of the commissaire panel, ideally with one channel reserved for the exclusive use of panel and the organiser. This provision is obligatory for national events.

#### 4.2 *Regulation removed 1/1/2019*

#### 4.3 Marshals

4.3.1 The event organiser shall provide enough marshals to ensure the safety of riders and spectators during competition and official training sessions. He shall appoint a chief marshal to co-ordinate marshal activities and liaise with the race organiser and chief commissaire.

4.3.2 Marshals shall be properly briefed on their role and issued with course maps which provide simple reference points for locating accidents.

4.3.3 Course marshals should be equipped with a whistle and, according to the requirements of the discipline, yellow and red flags. Those located at strategic points, as defined by the organiser, should be equipped with a radio and so positioned to provide sufficient radio control points along the course.

4.3.4 All marshals should be easily identifiable by a badge or distinct uniform.

4.3.5 All crossing points must be supervised by at least one marshal. At crossing points where significant use is anticipated, marshals shall be deployed on both sides of the course.

#### 4.4 Timing and Recording Officials

4.4.1 The event organiser shall provide appropriate resources capable of accurately recording the passage of riders and lap or run times in order to enable the ratification of an official result. Such resources may range from manual recording and timing to electronic systems according to the status and nature of the event.

### 5 GENERAL EVENT PROCEDURE

#### 5.1 Facilities

5.1.1 The race organisation, including registration and results service (secretariat) will be situated in a closed and covered area.

5.1.2 The commissaires must be provided with a suitable covered area for their work, close to the start and finish lines.

5.1.3 The race organiser must set aside an area near the start where riders may prepare for the event.

5.1.4 Safety systems, including first aid evacuation arrangements will be installed in order to give assistance to all riders at all points of the course with the least possible delay.

5.1.5 Only essential vehicles of the organisation, security, safety and the media where applicable are permitted access to the course.



## 5.2 Identification of Riders

- 5.2.1 All competitors shall be issued with a front number plate which must be secured to the front of the bike. The number must be displayed before a rider is allowed on the course at any time.
- 5.2.2 The outside dimensions of all front number plates must not exceed 18 cm by 18 cm. The actual numbers must have a minimum height of 8 cm, be legible and of uniform width. The number plates must be waterproof. Riders must not cut, fold or mutilate race numbers.
- 5.2.3 The space above and below the race number may be reserved for advertising. Only the organisation may place advertising on the front number plate. Advertising must not exceed 6 cm in height.
- 5.2.4 Front number plates must be designed to achieve maximum visibility and contrast between background colour and number colour. Black figures on a white background should be used unless otherwise approved.

## 5.3 Preliminaries

- 5.3.1 Only riders and officials wearing a helmet, and displaying a valid number plate on the front of the bike, will be allowed onto the course during official training periods.
- 5.3.2 The race route shall be finalised before the start and each rider must have access to a map of the route when signing on.
- 5.3.3 The list of competitors must be finalised before the race starts and will ensure the team, category, type of race, distance, start time and, if appropriate, the start order.
- 5.3.4 An organiser may determine specific regulations for their event, but these must not conflict with any mandatory elements of the technical regulations herein. All such specific regulations together with any possible last minute changes to race procedures must be advertised and made known to the riders before the start of their race.
- 5.3.5 Where Cross Country and Downhill courses are part of the same event the courses must be apart and should not have common trail. If

this cannot be achieved exclusive training periods must be allocated on each course.

- 5.3.6 Wherever practical all races should be subject to a start order based upon series, national or other available ranking lists.

## 5.4 Training Provision

- 5.4.1 All events must ensure that a suitable period is allocated for training and inspection of the course or trail. At all major events a training session must be provided on the day prior to competition. The course must be fully marked for all official training sessions.
- 5.4.2 In Downhill competition an optional training period must be provided on the morning of the race. At major events this training period must allow all competitors at least one practice run.
- 5.4.3 All riders in Downhill competition must complete at least 2 practice runs over the full course before competing. It is the responsibility of the rider to ensure that this requirement is fulfilled.
- 5.4.4 In Downhill competition, riders may be requested to start all training runs at the official start gate. Any rider starting a training run below the start line during a full run session will be penalised.

- 5.4.5 No training is permitted on the route while a race is in progress.

## 5.5 First Aid Provision

- 5.5.1 The event organiser shall be responsible for the provision of suitable medical cover, in accordance with British Cycling's Medical Guidance Document.

## 5.6 The Start

- 5.6.1 At mass start events a briefing shall be given to all starters on the line.
- 5.6.2 Prior to the start of a mass start event a tape or ribbon will be held across the start line, behind which the riders will line up as they are called. The tape or ribbon shall be raised at the announcement of 30 seconds before the start.



## TECHNICAL REGULATIONS



### TECHNICAL REGULATIONS

5.6.3 For mass start events, the time remaining to the start shall be announced at one minute intervals, commencing at a minimum of 5 minutes to go, then at 30 seconds and 15 seconds. No countdown announcement shall be given when there are less than 15 seconds remaining. The start commissaire shall start the race at a random time after the 15 seconds announcement.

5.6.4 It is recommended that the start commissaire is in control of the public address system from two minutes prior to the start, until the start has been completed.

5.6.5 Massed start events shall be started by an audible signal such as a pistol or whistle.

5.6.6 Riders who jump the start may be penalised.

5.6.7 The start commissaire may declare a false start if he decides that one or more riders have been placed at a disadvantage.

### 5.7 The Competition

5.7.1 The responsibility for following the official route lies with the rider.

5.7.2 A rider is not permitted to take any shortcuts or to omit a circuit or take other advantage of a similar nature against opponents.

5.7.3 If a rider exits the route of the course for any reason, he/she must return to the course at the exact same point from which he/she exited.

5.7.4 Any walking, running or riding by a rider which is carried out without the intention of directly re-joining the course, or other activity in breach of the regulations, which takes place outside of the marked course area, may result in disqualification.

5.7.5 A rider cannot receive any technical assistance along the course from anybody, including competitors, other than as permitted in regulation 7.6.

5.7.6 A rider may only change his/her bike between races or stages.

5.7.7 In cross country Olympic format events, when the race leader of a category finishes the race, all other riders in the same category shall also finish their race when they next cross the finish

line. They shall be awarded their race position and, where appropriate, be classified according to the number of laps down on the winner.

5.7.8 A rider or helper must not use offensive or abusive language during the race, act in an anti-sporting manner, be disrespectful to the officials or ignore the race regulations.

5.7.9 A rider must act in a polite manner at all times and permit any faster rider to overtake without obstructing.

5.6.10 Riders must respect the countryside and ride only on the official route. The rider must avoid polluting the area and must not leave any waste or litter.

5.7.11 No glass containers of any kind are permitted on or near the race course.

5.7.12 The use of headphones, earpieces or any communication devices in either official training or racing at Mountain bike events is prohibited.

### 5.8 Communications

5.8.1 A radio communications system capable of covering the entire course without dead spots from start to finish is mandatory for Downhill competition. For all other events measures must be made to ensure adequate communication of incidents.

5.8.2 Designated course marshals and key officials shall be equipped with yellow and red flags and a whistle in order to signal the passage of riders and to indicate race incidents.

5.8.3 Each marshal shall signal the arrival of riders with a short blast on a whistle.

5.8.4 In official training and competition marshals shall wave a yellow flag to indicate a potential hazard on the course. Riders observing a yellow flag must reduce speed and proceed with caution.

5.8.5 On the instructions of the Chief Commissaire or Chief Marshal, marshals shall wave a red flag to indicate a serious incident on the course which warrants the stopping of the race. Riders observing a red flag must stop immediately and await instructions from race officials.



## 6 DISCIPLINARY PENALTIES

- 6.1 These Technical Regulations incorporate the Federation's Disciplinary Rules, which apply to and bind any individual who participates in any event held in accordance with these Regulations. Any breaches of these Technical Regulations, excluding those relating to Anti-Doping, shall be dealt with in accordance with the Disciplinary Rules. The penalties applicable to anti-doping infractions are dealt with in the BC and U.C.I. Anti-Doping Regulations
- 6.2 Illegal repairs to the bike, change to the bike, unauthorised feeding or any assistance received from any external source will result in disqualification.
- 6.3 Jersey pulling, pushing or pulling another competitor (whether given or received), leaning on another competitor (except Dual/Four Cross), irregular assistance between riders of different teams may lead to relegation in the results and repeated occurrences may result in disqualification.
- 6.4 Obstruction of any rider in the final sprint, unsporting conduct towards another rider with the intention of restricting movement, taking a shortcut, substitution for another rider, taking both hands off the handlebars in the final sprint may result in relegation or disqualification.
- 6.5 Indecent conduct or foul language, disrespect to officials and/or to the public will be penalised. Repeated occurrences may lead to disqualification and a severe offence may justify a recommendation for suspension.
- 6.6 Fighting between competitors or with an official or member of the organisation or public will be penalised by disqualification and exclusion from the result. A severe offence can justify a recommendation for suspension.
- 6.7 BC will respect suspensions imposed on riders by other affiliated Organisations and other Federations.
- 6.8 Penalties can be imposed according to the nature of the offence and one or more of the following can be used:
- Verbal warning.
  - Written Warning
  - Fine. (Minimum £20.00)
  - Relegation of position (by one or more positions)
  - Time or points penalty
  - Disqualification
  - Suspension
- 6.9 A BC penalty form will be used by Commissaires for all penalties.
- 6.10 When an offence is committed, the Chief Commissaire will inform the rider of the penalty. If he/she cannot inform the rider, he/she will inform a delegated representative of the rider.
- 6.11 Protests**
- 6.11.1 Any rider who considers he has been prejudiced by any action during the competition may submit a protest to the Chief/Race Commissaire after he/she has crossed the finish line. The rider must submit his/her protest in writing and it must be signed and presented within 15 minutes of the end of his/her race along with a fee of £25.00 to the Chief/Race Commissaire. The Chief/Race Commissaire will send any funds collected in the form of fines and protests to BC headquarters together with their event report.
- 6.11.2 A protest against results must be submitted in writing and it must be signed and presented within 15 minutes of posting of results along with a fee of £25.00.
- 6.11.3 If a protest involves one of the top five finishers, the awards ceremony will be delayed until the decision is reached.
- 6.11.4 The decisions of the Commissaire Panel or Chief Commissaire on the day in relation to the interpretation of the Technical Regulations; necessary disciplinary action and upon any protests received in accordance with the above will be final.
- 6.11.5 Ignorance of the regulations is not admitted as an excuse.



## TECHNICAL REGULATIONS

### 7 GENERAL CROSS COUNTRY REGULATIONS

#### 7.1 Competition Types

##### 7.1.1 Cross Country Olympic: XCO

7.1.1.1 Each lap should be between 4 and 6km in length in national and international events or 16-21 minutes in duration for the leading Elite Men. The lap length may be extended to a maximum of 9 km for other events. The number of laps to be completed will vary from category to category.

7.1.1.2 The optimum duration for a Cross Country Olympic race should be within the following ranges (in hours and minutes) or as close as possible to them. In the event of very severe weather conditions, the president of the Commissaires panel shall aim for a race time as close as possible to the minimum time. The times apply to the winning rider in each category. In national events the UCI time limits shall apply.

	Minimum	Maximum
Under-12		00:30
Juvenile Men	00:30	01:00
Juvenile Women	00:30	01:00
Youth Men	00:30	01:00
Youth Women	00:30	01:00
Junior Men	01:00	1:30 (1:15*)
Junior Women	01:00	1:30 (1:15*)
Senior Men U23	01:15	1:45 (1:30*)
Senior Women U23	01:15	1:45 (1:30*)
Senior Men Elite^	01:30	02:00
Senior Women Elite^	01:30	02:00
Masters Men	01:15	01:45
Masters Women	01:15	01:45
Veteran Men	01:15	01:45
Veteran Women	01:15	01:45

\* max time under UCI regulations, where different.

^ range 1:20-1:40 for UCI events class 1 and higher.

#### 7.1.2 Cross Country Endurance and Marathon: XCM

7.1.2.1 Any cross country race scheduled for a race time of 2 hours or more but falling outside the definition of a stage race. Such events may be contested by individuals and/or teams. The format of the race may be defined by a specific distance or by the number of laps completed in a predetermined period of time.

7.1.2.2 Classic Marathon format, including National Championships, shall be a minimum distance of 60km. The race may be run over a single lap or multiple laps.

#### 7.1.3 Cross Country Point to Point: XCP

7.1.3.1 Any cross country mass start endurance race starting in one location and finishing elsewhere. The course should be a minimum of 25 kilometres.

#### 7.1.4 Cross Country Short Circuit: XCC

7.1.4.1 Any circuit race using a lap length below the Olympic format minimum of 4 kilometres, with a maximum race duration of 60 minutes for junior and senior competitors. The lap length and race duration may be reduced for younger competitors. The start and finish should be in the same area.

7.1.4.2 For Short Circuit races of less than 15 minutes duration a maximum number of competitors may be set. Where required, a system of heats and final may be employed.

#### 7.1.5 Cross Country Eliminator: XCE

7.1.5.1 A series of short circuit races run over a course of less than 1 kilometre, and contested by heats of up to six riders, with the leading riders progressing to the next round. The format employed by the UCI shall be used, unless otherwise agreed by BC HQ.

#### 7.1.6 Cross Country Time Trial: XCT

7.1.6.1 Any event where riders are set off individually or in teams and timed over a set distance. When part of a stage race, the distance should not exceed 15 kilometres.



7.1.7 **Cross Country Team Relay: XCR**

7.1.7.1 A competition between teams of two or more riders, each completing one lap of a short circuit or eliminator type course.

7.1.8 **Cross Country Stage Race: XCS**

7.1.8.1 An event judged on total time/points resulting from two or more stages of the same or differing disciplines. Riders must complete each stage according to the specific procedures for the event in order to be eligible for the next stage.

7.2 **The Course**

7.2.1 The course for a cross country race should normally include a variety of terrain such as roads, forest tracks, fields and earth or gravel paths. Paved or tarred/asphalt roads should not exceed 15% of the total course. Extended single track sections must have periodic passing sections.

7.2.2 The course must be 100% rideable regardless of the terrain and weather conditions. Brief and unavoidable dismounts may be approved by the chief commissaire.

7.3 **Start and Finish**

7.3.1 The start and finish lines must be clearly marked. Where start and/or finish banners are used they must be placed immediately above the line with a minimum clearance of 2.6 metres and cover the whole width of the riding surface.

7.3.2 The start zone for mass start events should be at least 6 metres wide for a minimum distance of 30 metres before and 100 metres after the start line. It should be on a flat or uphill section of the course and the first narrowing after the start must allow the riders to pass easily.

7.3.3 The finish zone for mass start events should be at least 4 metres wide for a minimum distance of 50 metres before and 20 metres after the finish line. It should be on a flat or uphill section of the course.

7.3.4 The course must be secured on both sides for a minimum of 50 metres before and 50 metres after the start and finish line(s). Barriers should

be used where available and are obligatory for national events. The start and finish zones must be free of obstacles.

7.3.5 The finish line must be clearly marked with a temporary paint that can withstand all weather conditions.

7.4 **Course Marking**

7.4.1 The course must be marked by course direction arrows indicating the route to be followed and showing changes of course, intersections, and all potentially hazardous situations.

7.4.2 Arrows should be printed in a contrasting colour (black, blue, red) on a white or yellow background. They will have minimum dimensions of 40 cm by 20 cm, and be placed no higher than 1.5 metres off the ground.

7.4.3 Arrows should be placed on the right hand side of the course, except for right turns where arrows will be placed on the left hand side.

7.4.4 An arrow should be located 10-20 metres before each junction, at the junction and 10 metres after the junction to confirm that the correct route has been followed. A clearly visible "X" should be used to mark wrong directions.

7.4.5 In all potentially hazardous situations, one or more downward pointing arrows should be placed 10-20 metres before the hazard, and at the hazard itself.

7.4.6 Two downward pointing arrows are used for a more hazardous situation. A serious hazard requiring great caution should be marked by three downward pointing arrows.

7.4.7 Replicas of the following signs must be used:

STRAIGHT ON	↑	CAUTION	↓
LEFT AT JUNCTION	←	RIGHT AT JUNCTION	→
CAUTION – SLOW DOWN	↓↓↓	EXTREME CAUTION	↓↓↓↓
WRONG DIRECTION	✕	RIVER CROSSING	≈≈≈≈
BRIDGE AHEAD	⋈		



## TECHNICAL REGULATIONS



- 7.4.8 In areas where there are steep or potentially hazardous downhill sections courses must be additionally marked with plastic fence posts or ski slalom gates (PVC piping) or similar, 1.5 to 2 metres high.
- 7.4.9 In high speed sections of the course, the course should be taped off with two parallel lengths of tape to create a security zone between the course boundary and spectator area. No spectators shall be allowed in the security zone.
- 7.4.10 In appropriate areas, such as walls, on course tree stumps, on course tree trunks, hay bales or padding adequate to protect the riders must be used. Nets or mesh fencing with openings greater than 5 cm x 5 cm should not be used.
- 7.4.11 Any wooden bridges or ramps must be covered with a non-slip surface, such as carpet, chicken wire or anti-slip paint.
- 7.4.12 Where possible, roots, stumps, protruding rocks, etc. should be sprayed with fluorescent biodegradable paint, or similar temporary marking material.
- 7.4.13 The final kilometre of the race or lap must be clearly marked by a sign indicating one kilometre to go. In Marathon format, the course/lap distance should be clearly indicated every 10 kilometres.

### 7.5 Feed/Technical Assistance Zones

- 7.5.1 For Olympic and marathon format cross-country events, feeding is permitted only in the zones designated for that purpose, which are also used as technical assistance zones. Eye wear exchange may also be permitted in these areas.
- 7.5.2 Each feed/technical assistance zone must be located on flat or uphill sections which are slow and wide enough for the purpose.
- 7.5.3 For Olympic format events one double or two single zones shall be employed. Additional zones may be required for Marathon format, dependent upon the distance of the course or lap.

- 7.5.4 The Chief Commissaire, in collaboration with the event organiser shall decide on the distribution and location of feed/technical assistance zones.
- 7.5.5 The feed/technical assistance zones must be wide and long enough so as not to impede the passage of riders not stopping in the zone.
- 7.5.6 Physical contact between feeders/mechanics and riders is permitted only in feed/technical assistance zones. Water bottles and food must be passed up to the rider by hand by the feeder or the mechanic. The feeder or mechanic is not permitted to run alongside the rider or place water bottles on to the bike.
- 7.5.7 The spraying of water on riders or bicycles by the feeders is forbidden.
- 7.5.8 No rider may turn back on the course to reach a feed/technical assistance zone. Any rider doing so is disqualified. Only within the feed/technical assistance zone itself may a rider turn back without obstructing other competitors.

### 7.6 Authorised Technical Assistance

- 7.6.1 Technical assistance during a race is permitted subject to the conditions below.
- 7.6.2 Authorised Technical Assistance during a race consists of repairs to or the replacement of any part of the bicycle other than the frame. Bike changes are not permitted and the rider must cross the finish line with the same handlebar number plate that he had at the start.
- 7.6.3 Technical assistance can only be given in the feed/technical assistance zones.
- 7.6.4 Spare equipment and tools for repairs must be kept in these zones. Repairs and equipment changes can be carried out by the rider himself or with the help of a teammate, team mechanic or neutral technical assistance. Small items such as an inner tube or a small tool may be handed up from the feed/technical assistance zones.
- 7.6.5 Riders may carry tools and spare parts provided that these do not involve any danger to themselves or other competitors.





## 7.7 Safety

- 7.7.1 Any radio communications system used must be capable of covering the entire course without dead spots from start to finish. Should radio communication not be in use adequate alternative measures are required to be in place to ensure that no competitor is at risk of delayed assistance following any incident that might occur.
- 7.7.2 Each marshal shall signal the arrival of riders with a short blast on a whistle.
- 7.7.3 All marshals working on potentially hazardous sections of the course must carry a yellow flag which is waved in the event of an accident to warn other riders to slow down.

## 8 GENERAL DOWNHILL REGULATIONS

### 8.1 Competition Types

#### 8.1.1 Individual Downhill: DHI

- 8.1.1.1 Individual Downhill is a time trial covering a variety of descending terrain and will be classified as either "short course" or "standard" based on the expected fastest winning time.

#### 8.1.2 Massed-Start Downhill: DHM

- 8.1.2.1 Massed start downhill races require a group of riders to start together or in waves. The course will be a typically downhill type terrain with a start section capable of hosting more than one rider.

### 8.2 Format for Racing

- 8.2.1 A downhill course must follow a descending route. The course should be a mixture of single track, fire road, field tracks, forest tracks, and rocky tracks. There should be a mixture of rapid and slower technical sections. There should be little emphasis on pedalling, but rather the technical skills of the riders should be tested.
- 8.2.2 A single run format must be used. This may involve one of the following systems:

- 8.2.2.1 A system in which a qualification round leads to a final in which the fastest time wins.
- 8.2.2.2 A seeding run, followed by a single run by all competitors based on the seeding run, with the fastest time winning.
- 8.2.2.3 A two run system (with the fastest single time from either run counting to the result).
- 8.2.2.4 A training session followed by a single run is acceptable for Regional B and non ranking events.
- 8.2.3 Two runs with a combined or average time is only an acceptable system at short course or non ranking events.
- 8.2.4 If the final cannot take place due to unforeseen circumstances, the qualifying round or seeding run shall determine the result.
- 8.2.5 In events registered with the UCI, only junior, senior, expert and elite category riders are eligible for UCI points.
- 8.2.6 Unless otherwise authorised by BC HQ, all ranking events must offer the following categories, but not be limited to:
- Male: Juvenile, Youth, Junior, Senior, Expert, Elite, Master, Veteran and Grand Veteran.
  - Female: U19 (Juvenile, Youth, Junior) and Over 18 (Senior, Elite, Master, Veteran, Grand Veteran).
- Any category with 3 or more entries at the point of pre-entry closing must run.

### 8.3 Course Design Parameters

- 8.3.1 Courses must be marked with a minimum of the following:
- 8.3.2 With ski slalom gates (PVC piping) or similar with a height between 1.5 and 2 metres.
- 8.3.3 In high speed sections of the course, the course should be taped off with two parallel lengths of tape to create a security zone between the course boundary and spectator area. No spectators shall be allowed in the security zone."



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- 8.3.4 In appropriate areas, such as walls, on course tree stumps, on course tree trunks, hay bails or padding adequate to protect the riders must be used. Such protective measures must not restrict the rideability of the course. If potentially hazardous to riders, tree spurs that cross the course should be removed.
- 8.3.5 Any wooden bridges or ramps must be covered with non-slip surface (carpet, roofing felt, chicken wire, or special anti-slip paint).
- 8.3.6 The start area must be at least 1 metre wide and the finish area must be of adequate width for the speed of entry and the size of the field.
- 8.3.7 The minimum duration of a standard course downhill event is 2 minutes based on the expected fastest winning time.
- 8.3.8 The maximum duration of a short course downhill event will be around 1:30 minutes based on the expected fastest winning time. There is no minimum time.
- 8.3.9 If the course utilises drops that cannot be rolled down, all short course downhill events must have alternative routes
- 8.3.10 Events that allow riders to access the start of the course on foot must follow a clearly marked and signed pathway.
- 8.3.11 The finish line must be clearly marked with a temporary paint that can withstand all weather conditions.
- 8.3.12 A braking area must be provided after the finish line with adequate protection and completely cordoned off from spectators. The distance between the finish line to the end of the braking area should be adequate for the speed and conditions.
- 8.4 Transportation to the Top of the Course**
- 8.4.1 Where transport is provided it must be in accordance with the safety standards as laid down by the Federation at the date the individual event sanctioning is approved.
- 8.4.2 Such transport should be capable of moving at least 100 riders per hour, with their bikes, to the top of the course.

## 9

### FOUR CROSS, DUAL SLALOM AND PUMP TRACK REGULATIONS

#### 9.1 Competition Types

##### 9.1.1 Four Cross Racing: 4X or DL

Head to head competition between a minimum of two and a maximum of four riders on a single course, which may be interspersed with flexible poles forming 'gates' that have to be negotiated. The nature of the competition is such that there will be some measure of potential contact between riders, which will be tolerated when the contact is in the spirit of racing, sportsmanship, and fairness to fellow competitors.

##### 9.1.2 Dual Slalom Racing: DS

Dual Slalom Racing is contested by a maximum of two riders competing over two parallel courses interspersed with flexible poles forming 'gates' that have to be negotiated. The courses are designed to avoid the potential of contact between the two riders.

##### 9.1.3 Pump Track Racing: PTR

Individual race runs over a course combining berms jumps and other obstacles. Courses can be looped with a parallel start and finish area or point to point. The emphasis will be on technical skills rather than pedalling. The course will be traversed one rider at a time with the fastest riders progressing to the next round.

#### 9.2 Four Cross Racing

##### 9.2.1 Training sessions must be scheduled on the day of the final.

##### 9.2.2 For qualification, each rider completes one timed run on the course. A start list will be prepared which must be adhered to. Riders not appearing for their start time will not be permitted to qualify. Riders will start on the Start Commissaires command. Following the qualification round the top 32 men and top 16 women (or other multiples of 8) are seeded according to their time in qualification and will move into the main competition. A qualifying system involving motos is also acceptable.



- 9.2.3 The quartets will be organised to ensure that the only time the fastest and 2nd fastest seeded riders meet is in the final.
- 9.2.4 The format will be a straight forward eliminator. First 2 riders past the finish line, without incurring a penalty, move to the next round. One heat only
- 9.2.5 The rider with the fastest qualifying time of any quartet will choose his/her start position.
- 9.2.6 In addition to the final, a consolation final will be run between the third and fourth placed riders from the penultimate round, to determine fifth to eighth place.
- 9.2.7 Riders finishing 9th onwards will have their positions determined firstly by what round they reached, and secondly by their qualifying time.
- 9.2.8 The first 5 metres of the course must be free of any obstacles and there may be white lines dividing the separate starting lanes. In qualification rounds, riders who cross, or ride on the white line, shall be placed last. In later rounds the penalty shall be disqualification.
- 9.2.9 The duration of the courses should be between 30 seconds and 60 seconds, with the optimum being 45-60 seconds.
- 9.2.10 Ideally the organiser should provide a raised platform from which the Commissaire may view the entire course without obstruction.
- 9.2.11 Riders are required to pass through each gate without running over it, i.e. both wheels of the bicycle must trace a path inside each gate. During the knock out phases any rider who misses a gate (that is not returned to and passed correctly), or who runs over a gate, shall be disqualified. If a Moto format is used, then the penalty during the Motos stage shall be to award the offending rider last place points. Clipping or dislodging a flag is not in itself considered an offence.
- 9.2.12 If deemed appropriate by the organiser, a 3 or 4 Moto qualification event can replace the timed run before moving into the single round elimination phase.

## 9.3 Dual Slalom Racing

- 9.3.1 Unless authorized, training on the course is not permitted in advance of competition. The courses should only be inspected on foot prior to the commencement of racing.
- 9.3.2 Any riders training on the course with a bike without authorization may be subject to penalty and/or disqualification.
- 9.3.3 Throughout the whole of their length, the two courses should be as close to identical as possible, marked with 'gates' around which the competitors ride with an average time difference of less than 5%.
- 9.3.4 Riders may be selected on a predetermined basis laid down by the organisation, or via a qualifying round. The chosen method of selection should be advertised prior to the day of racing. Where a qualification round is held, there is a choice of qualifying systems.
- 9.3.4.1 Each rider completes one run on the same course.
- 9.3.4.2 Each rider rides each course once and the times for the two runs are added together.
- 9.3.4.3 A multiple number of runs on either course in a given period of time, with the rider's best run on either course counted as their qualifying time.
- 9.3.5 The seeding list will be announced after riders present from the pre-selected entry are confirmed, or after the completion of any qualifying runs. The highest ranked competitor or fastest qualifier will be seeded against the lowest ranked or slowest qualifier, the second highest ranked or second fastest qualifier against the second lowest ranked or second slowest qualifier, and so on.
- 9.3.6 The riders will race head to head on each course with the rider holding the faster combined time moving to the next round of the competition.
- 9.3.7 Any rider that misses their start time by more than 2 minutes after the final call will be disqualified.
- 9.3.8 The duration of the course should be between 20 seconds and 45 seconds, with the optimal time being 30 seconds.



## TECHNICAL REGULATIONS



9.3.9 Alternating left and right, riders must ride around, not over, each gate, with both tyre tracks passing on the outside of each gate. A missed gate (that is not returned to and passed correctly), or a run over a gate, will result in the maximum time penalty for the rider concerned on that run.

9.3.10 The most a rider can lose by is the maximum time penalty which is determined for that particular course. The maximum time penalty is calculated by taking 10% of the fastest time recorded in the qualification runs, or where there is no qualification round, by taking 10% of the time of the fastest rider in the first round of the competition proper to that point in time. The time may be rounded out to the nearest 1/10th of a second.

9.3.11 If there is a tie in the combined times after two runs have been completed by both riders in a heat, the winner of the 2nd run advances to the next round.

9.3.12 Maximum time penalties will be imposed for the following:

9.3.12.1 Changing from one course to another.

9.3.12.2 Interfering with the opposing riders progress

9.3.12.3 Not finishing in possession of their bike

9.3.12.4 Not passing both wheels around a gate

9.3.12.5 Missing a gate and going beyond the next gate.

9.3.12.6 Running over a gate.

9.3.12.7 Missing the last gate and going over the finish line

9.3.12.8 Making a false start or barging the start.

### 9.4 Pump Track Racing

9.4.1 For qualification, each rider completes one timed run on the course. A start list will be prepared which must be adhered to. Riders not appearing for their start time will not be permitted to qualify. Riders will start on the Start Commissaire's command.

9.4.2 Following the qualification round the top men and top women are seeded according to their time in qualification and will move into the main competition starting with the slowest time.

9.4.2 Riders are required to keep on course without leaving it, i.e. both wheels of the bicycle must trace a path of the marked course.

9.4.3 The course shall be a minimum of 1 metre wide.

9.4.4 Time penalties may be imposed for making a false start, not finishing in possession of the bike, and not keeping both wheels within the course.

## 9.5 Regulations Common to All Three Disciplines

### 9.5.1 General Competition Regulations

9.5.1.1 Riders will start from a stationary position. Forward movement of the bicycle resulting in a barge of the starting gate will result in a penalty being awarded against the offending rider on that run. It is considered a barge when a rider causes a gate or other starting mechanism to malfunction by hitting it or by forcing it to open by leaving before the command to start. Breaking the gate will result in disqualification.

9.5.1.2 Any part of the front wheel that crosses the start line before the official signal to start will result in the maximum time/race position penalty for that run.

9.5.1.3 Gate judges must have flags which are raised when a gate is missed or run over.

9.5.1.4 If all riders fall or fail to finish in the same heat, the winner will be the rider that travelled furthest down the course.

### 9.5.2 Course Design Parameters

9.5.2.1 The course for each form of race must ideally be held on land with a gradual moderate slope, and may include berms, jumps, dips and table tops.

9.5.2.2 The start of each race should be made with the use of drop gate(s) which can be simultaneously operated.



- 9.5.2.3 Courses should be marked with:
- Ski slalom gates (PVC piping) or similar with a height between 1.5 and 2 metres.
  - The last gate on each course must be set at least 10 metres before the finish line.
  - Traffic cones, or similar should be used to delineate the outside border of each course. The ground should be marked at this point to ensure that should the outside markers be displaced, they can be returned to their original positions before racing recommences.
  - Courses should be marked within a sterile zone to prevent spectators encroaching onto the edge of the course. For safety reasons, only officials and authorized press photographers should be permitted inside this zone.

## 10 OTHER TYPES OF MOUNTAIN BIKE EVENT

### 10.1 Enduro: END

- 10.1.1 An event comprising one or more extended timed runs on downhill or trail centre type terrain or multiple shorter runs on more than one course. Courses will be predominantly downhill, but flat and uphill sections are permitted. Timed elements may be linked by transfer stages, which may contain uphill sections and must be traversed within an allotted time limit.

### 10.2 Hill Climb: HC

- 10.2.1 A point to point course containing at least 80% of uphill riding. Group or single (time trial) starts are possible. The course starts in one location and finishes in another at a higher elevation.

### 10.3 Urban Races: XCU & DHU

- 10.3.1 Urban Downhill (DHU) and Cross Country (XCU) races utilise off road, paved and asphalt surfaces and may also include man made obstacles. Events held on public roads are required to follow highway regulations and all relevant bylaws.
- 10.3.2 Courses must be fully marked with barriers or course tape. Where spectators have access, then barriers must be used.

- 10.3.3 Additional signing should be used to direct participants to the top of the course ensuring that the safest route is utilised.

- 10.3.4 Events that take place during the hours without daylight must be lit by permanent or temporary lighting to normal street light levels.

### 10.4 Mixed Competitions: MMX

- 10.4.1 Any event which combines a series of races, trials or tests to determine an overall classification, but which falls outside the definition of a stage race. Such events may include mountain bike disciplines as defined in these regulations, bike handling trials, skills tests or other formats, but all should be performed using a mountain bike. Generally, the same bike should be used for all elements of the competition.
- 10.4.2 Organisers wishing to run such an event under BC regulations should submit to BC HQ a technical guide detailing the format and regulations of each element of the competition.

## 11 NATIONAL CHAMPIONSHIPS

- 11.1 The National Championships are held at a race meet(s) to award excellence on the day in Cross Country Olympic, Cross Country Eliminator, Cross Country Marathon, Downhill Individual, Four Cross and Enduro disciplines.
- 11.2 There will be no separate Sport or Expert Championship racing as these are not Championship categories. To enable riders to score BC ranking points, Expert and Elite riders are combined as one category. For a full list see Technical Regulation 17. National Champions medals will be awarded to the top 3 in the categories listed in 11.3.1 to 11.3.4. Masters and Veteran categories sub divided by 5 year age bands will be combined as Master 30-39 and Veteran 40-49 for the awarding of the National Champion's jersey.

### 11.3 Championships shall be awarded as follows:

- 11.3.1 Cross Country Olympic: Male and female competitors in: Super Veterans, Grand Veterans, Veteran 40-44, Veteran 45-49 Masters 30-34, Masters 35-39, Senior, Junior, Youth, Juvenile and Espoir (U23 men and women).



## TECHNICAL REGULATIONS



- 11.3.2 Downhill Individual: Male and female competitors in: Grand Veterans, Veteran 40-44, Veteran 45-49 Masters 30-34, Masters 35-39, Senior, Junior, Youth and Juvenile. If a Junior rider achieves the best time within the Senior competition he/she shall be awarded the senior title and jersey. The junior jersey is not awarded in this case.
- 11.3.3 Four Cross: Male and female competitors in: Veteran 40+, Masters 30-39, Senior, Junior, Youth and Juvenile.
- 11.3.4 Marathon: Male and female competitors in Senior, Veteran 40-49, Veteran 50+.
- 11.3.5 Enduro: Male and female competitors in: Junior, Senior, Master, Veteran, Grand Veteran.
- 11.4 Cross Country and Downhill National Championships are encouraged to promote non championship races for Sport/Senior category riders. The category will be eligible for BC ranking points. Sport/Senior riders wishing to race the Championship category can do so, but will be ineligible for BC ranking points.
- 11.5 Decisions upon eligibility of riders to compete in the above Championships will be made in accordance with the criteria determined at the closing date of entry for each Championship, as detailed in the General Technical Regulations of the Federation (currently 17.6.1).
- 11.6 National Champion's Jersey**
- 11.6.1 The National Champion's jersey which is presented on the podium shall be free of all advertising.
- 11.6.2 Replicas of the National Champion's jersey may be made in conformity with the relevant BC regulations. The advertising area sizes and limits allowed on the National Champion's jersey in all categories are as stated in the General Regulations of BC.
- 11.6.3 The jersey must be worn during racing and on the podium at all national and international events other than when the rider competes as a member of a British representative team. i.e. Olympic, World or European Championship events. The only other exception will be if the National Champion wins the leader's jersey of a

stage race, particular international competition or series, or the World or Olympic Champion's jersey.

- 11.6.4 The National Champion's jersey may only be worn in the category and in the discipline of competition in which it was won.
- 11.6.5 As an alternative to the standard National Champion jersey design, National Champions in Downhill and Four Cross have the option of wearing a jersey with the left arm sleeve representing the Union Jack. No advertising is authorized on that left arm sleeve. Apart from the left arm sleeve the remaining spaces (e.g. front, back and right arm sleeve) are left at the disposal of the riders for their usual sponsors.



## MOUNTAIN BIKE APPENDIX 1

### NATIONAL RANKINGS POINTS SYSTEM

#### Licence Points are awarded as follows:

**International A:** Olympic Games, Senior World Championships, Junior World Championships

**International B:** World Cup and Senior Continental Championships; U23 World Championships (XC only); Junior Continental Championships

**National A:** National Championships (other than U23 XC), U23 Continental Championships (XC only), Masters Continental Championships

**National B:** BC National Series; National U23 XC Championship; Other UCI classified events at elite level. Master World Championships

**Regional A:** Double points: Regional Championships  
Single points: Designated Regional Series events; Sport race at National XC Championships;

**Regional B:** Other Regional level ranking events; Short Course DH events

**Regional C:** Eligible Short Course XC events

### Cross Country notes

- 1: Where separate races/starts are arranged, points are awarded to riders of both genders in each of the following categories: juvenile, youth, junior, senior - elite, senior - expert, senior - sport, veteran (40-49); grand veteran (50+). Ranking points are not awarded for single speed category races.
- 2: For National Senior Championships, National Under 23 Championships, and for Regional B & C events where senior riders are amalgamated into one race, only one set of points will be awarded. The ability categories will not be split out, but riders will receive points in their own ability category.

### Downhill notes

- 1: For the National Championships, Expert and Elite are combined as one category (Senior Championships), but will be split out for points so that the top 40 Elites and top 40 Experts all receive points. All senior category riders wishing to gain ranking points must race the Senior Non Championships race.
- 2: The Downhill ranking season commences on 1 January the and ends on 30 October of the current year. There will be no ranking events in November and December, unless exceptional circumstances dictate otherwise.



## TECHNICAL REGULATIONS



### TECHNICAL REGULATIONS

Position	International	National	Reg. A	Reg. B	Reg. C
1st	300	150	60	40	20
2nd	260	125	50	34	18
3rd	230	110	45	30	16
4th	210	100	40	26	14
5th	200	90	36	23	12
6th	190	80	32	20	10
7th	180	70	28	18	9
8th	170	65	26	16	8
9th	160	60	24	14	7
10th	150	55	22	12	6
11th	140	50	20	10	5
12th	135	47	19	9	4
13th	130	44	18	8	3
14th	125	41	17	7	2
15th	120	38	16	6	1
16th	115	36	15	5	
17th	110	34	14	4	
18th	105	32	13	3	
19th	100	30	12	2	
20th	95	28	11	1	
21st	90	26	10		
22nd	85	24	9		
23rd	80	22	8		
24th	75	20	7		
25th	70	18	6		
26th	65	16	5		
27th	60	14	4		
28th	55	12	3		
29th	50	10	2		
30th	48	8	1		
31st	46	7			
32nd	44	6			
33rd	42	5			
34th	40	4			





Position	International	National	Reg. A	Reg. B	Reg. C
35th	38	4			
36th	36	3			
37th	34	3			
38th	32	2			
39th	30	2			
40th	28	1			
41st	26				
42nd	24				
43rd	23				
44th	22				
45th	21				
46th	20				
47th	19				
48th	18				
49th	17				
50th	16				
51st	15				
52nd	14				
53rd	13				
54th	12				
55th	11				
56th	10				
57th	9				
58th	8				
59th	7				
60th	6*				

\*5 points to each subsequent classified rider





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# TECHNICAL REGULATIONS



## 1 CODE OF CONDUCT

1. **All members, riders and officials, must**
  - 1.1. Conduct themselves in such a manner as to reflect the ideals of good sportsmanship.
  - 1.2. Express and accept each other's views, opinions and decisions without contempt
  - 1.3. Never bring himself or herself or the sport of BMX racing into disrepute.
  - 1.4. These Technical Regulations incorporate British Cycling's Disciplinary Rules, which apply to and bind any individual who participates in any event held in accordance with these Regulations. Any breaches of these Technical Regulations, excluding those relating to Anti-Doping, shall be dealt with in accordance with the Disciplinary Rules.

## 2 GENERAL RULES

### 2. BC Membership and Licensing

- 2.1 The following categories of events are open to any rider with or without British Cycling (BC) membership:
  - 2.1.1 Open races
  - 2.1.2 Club races
  - 2.1.3 Winter regionals
  - 2.1.4 Novice racing at all regionals
  - 2.1.5 Any non British Cycling member, or parent / guardian if under 16, competing in a BMX race, must sign a standard disclaimer and provide emergency contact details before participating.

### 2.2 The following categories of events are only available to riders who hold a Valid British Cycling Silver or Gold Membership:

- 2.2.1 All regional racing linked to British Championships qualification
- 2.2.2 Regional Championships
- 2.2.3 British Championships

### 2.3 The following categories of events are only available to riders who hold a Valid British Cycling Silver or Gold Membership and race licence:

- 2.3.1 National Series Events
- 2.3.2 International events
- 2.3.3 Any other event that specifies a licence requirement.



### 3 CATEGORIES AND PARTICIPATION

#### 3.1 Age Categories

3.1.1 The following age categories may be recognised in BMX competition:

##### Challenge Classes: standard 20" bicycles

Category	Qualification	Qualification for 2019
6 and under	From date of 4th birthday until 31st December of year in which 6th birthday falls	born in 2013, 2014 or 2015 (min. age 4)
7	Year in which 7th birthday falls	born in 2012
8	Year in which 8th birthday falls	born in 2011
9	Year in which 9th birthday falls	born in 2010
10	Year in which 10th birthday falls	born in 2009
11	Year in which 11th birthday falls	born in 2008
12	Year in which 12th birthday falls	born in 2007
13	Year in which 13th birthday falls	born in 2006
14	Year in which 14th birthday falls	born in 2005
15	Year in which 15th birthday falls	born in 2004
16	Year in which 16th birthday falls	born in 2003
17-24	From 1st January of year in which 17th birthday falls until 31st December of year in which 24th birthday falls	born from 1995 to 2002
25-29	From 1st January of year in which 25th birthday falls until 31st December of year in which 29th birthday falls	born from 1990 to 1994
Master (30-39)	From 1st January of year in which 30th birthday falls until 31st December of year in which 39th birthday falls	born from 1980 to 1989
Veteran (40+)	From 1st January of year in which 40th birthday falls.	born in 1979 or earlier



## TECHNICAL REGULATIONS

### Challenge Classes: cruiser 24" bicycles

Category	Qualification	Qualification for 2019
9 - 12	From 1st January of year in which 9th birthday falls until 31st December of year in which 12th birthday falls	born in 2007, 2008, 2009 or 2010
13-14	From 1st January of year in which 13th birthday falls until 31st December of year in which 14th birthday falls	born in 2005 or 2006
15 -16	From 1st January of year in which 15th birthday falls until 31st December of year in which 16th birthday falls	born in 2003 or 2004
17 - 29	From 1st January of year in which 17th birthday falls until 31st December of year in which 29th birthday falls	born from 1990 to 2002
30 - 34	From 1st January of year in which 30th birthday falls until 31st December of year in which 34th birthday falls	born in 1985, 1986, 1987, 1988 or 1989
35 - 39	From 1st January of year in which 35th birthday falls until 31st December of year in which 39th birthday falls	born in 1980, 1981, 1982, 1983 or 1984
40 - 44	From 1st January of year in which 40th birthday falls until 31st December of year in which 44th birthday falls	born in 1975, 1976, 1977, 1978 or 1979
45 - 49	From 1st January of year in which 45th birthday falls until 31st December of year in which 49th birthday falls	born in 1970, 1971, 1972, 1973 or 1974
50+	From 1st January of year in which 50th birthday falls.	born in 1969 or later

### Championship Classes: standard 20" bicycles

Category	Qualification	Qualification for 2019
Junior	From 1st January of year in which 17th birthday falls until 31st December of year in which 18th birthday falls	born in 2001 or 2002
Elite	From 1st January of year in which 19th birthday falls	born in 2000 or earlier

- 3.1.2 Separate categories are recognised for male and female competitors in each age band. A rider must have reached his/her 4th birthday to be eligible to compete in a BC sanctioned BMX event.



### 3.2 Categories

3.2.1 BMX events can be distinguished in two competing levels, the championship level, comprising elite men, junior or championship men and championship women categories and the challenge level comprising all other categories.

3.2.2 To compete in a Championship category, a rider must be in their 17th year or older. On request to British Cycling, a rider may be granted permission to compete domestically in their 15th or 16th year.

3.2.3 Once a rider has competed in an Expert category at regional or national level, the rider may not compete as a Novice from that point forward.

### 3.3 Classes

3.3.1 The BMX National Series competition categories recognized by BC are as indicated in the series regulations.

3.3.2 At National level, a rider cannot ride in both Championship and Challenge levels during the same event on the same type of bicycle.

### 3.4 Combination rules

3.4.1 For each event or series and before registration commences, the minimum number of registered riders that constitutes a class shall be published.

3.4.2 If less than the minimum number of riders register for a category, they may be combined with another suitable category.

3.4.3 In the case that any under-subscribed category cannot be combined according to these rules, the category shall not be run.

3.4.4 If the minimum number of riders are registered, the category will be run even if less than that number of riders present themselves for racing.

3.4.5 Except as provided by the combination rules, no rider is permitted to compete outside of his age or gender group unless specifically included in the event regulations.

3.4.6 All categories with 9 or more riders will eventually transfer to a final, which shall determine the final result.

The results of classes with 8 or fewer riders will be determined over the number of Motos plus one.

3.4.7 The maximum advised combined age range for riders 16 years or below is 4 years. For example: 6-9, 8-11, 10-13.

3.4.8 As a minimum age, riders in their 15th and 16th year may be given permission by the host organiser or race series committee to race against riders in their 17th year or older.

## 4. CALENDAR & RANKINGS

4.1 The national calendar ranking season starts on 1 December and continues until 30 November.

4.2 Ranking points can be awarded to riders with a valid British Cycling licence. The table of events and points awarded are outlined in appendix 1.

4.3 A National Championships for Junior and Elite will be held on a date designated by the UCI.

4.3.1 A National Championship is only open to riders who hold a British passport and a British Cycling licence.

## 5. COMPETITION

5.1.1 Riders registered to compete in an event will be classified according to their age, gender, bicycle style and competition level.

5.1.2 Two styles of bicycles are recognized: standard and cruiser, as laid down in 10.2

5.1.3 A BMX race is composed of 3 phases, the Motos, the qualifiers (1/32, 1/16, 1/8, 1/4 and 1/2 finals depending on the number of participants) and the final.

5.1.4 The Motos are subdivided in 3 (or more) rounds, at the end of which the riders with the best overall result shall transfer to the qualifiers.

5.1.5 The qualifiers are the elimination phase of the race. It is subdivided in several stages, which are distinguished from each other by their degree of removal from the final (1/32, 1/16, 1/8, 1/4 and 1/2 finals depending on the number of participants).

5.1.6 The last phase is the final(s).



## TECHNICAL REGULATIONS

### 5.2 Practice

- 5.2.1 No rider will be permitted on the track on competition day until he has been officially registered for the event.
- 5.2.2 At least one official practice session must precede the racing at any event. Separate practice times shall be allocated to each class or other designated group. Each group shall have as a minimum time allowance that period which will allow all its riders to complete at least four laps including practice gate starts.
- 5.2.3 After practice has concluded, the commissaire may call a team manager / rider's meeting. The purpose of this meeting shall be to inform team managers and riders of any supplemental regulations that may be in force during the race and to give further instructions regarding the general conduct of the race.

### 5.3 Race schedule

- 5.3.1 Following completion of rider registration a list of riders in class order shall be posted on the information board on Pre-race sheets.
- 5.3.2 Pre-Race sheets must indicate by class each rider's name, club and plate number.
- 5.3.3 The Pre-Race sheets must be displayed for a period of not less than 15 minutes during which time riders must check their accuracy and inform race administration of any errors.
- 5.3.4 After the allotted period, the race schedule and order shall be posted on the information board on Moto sheets. No changes will be made after these sheets are published and any rider found to be in the wrong class will not be allowed to compete. Moto sheets posted on the information board must indicate:
- 5.3.5 Each rider's name, club and plate number
- 5.3.6 The race number;
- 5.3.7 The starting positions for each Moto.

### 5.4 Transfers and scoring

- 5.4.1 A rider who fails to start in a Moto will be scored as a Did Not Start (DNS). For the purpose of determining his transfer eligibility, a rider will be awarded 2 more than last place

points for his first DNS. Last place points are equal to number of riders listed on the Moto sheet.

- 5.4.2 The rider will be ineligible to transfer if he fails to start in more than one Moto. To determine the first DNS and for scoring purposes it will be recorded as CR meaning the rider was given a credit for the finish of last plus two points.
- 5.4.3 In the case of Moto rotation format where a tie occurs in transferring or award positions, the tie will be decided by the rider's best finish in the preceding qualifiers, the next tie breaker will be in descending order 3rd, 2nd, 1st Moto finish result then, if applicable, time trials results or staged lap.
- 5.4.4 Alternatively, a tie breaker "Run Off" race will be held with the results deciding which riders move to the next stage of racing.
- 5.4.5 For each Moto in which a rider competes, they shall receive a point score equal to his finish position in the race, with the rider in first place earning one point and so on down to the eighth place rider, who will receive 8 points. The riders with the lowest total points earned in the Motos transfer to the next stage of competition.
- 5.4.6 A rider who starts but does not complete a Moto will be recorded as "Did Not Finish (DNF)" and will receive a score equal to the number of riders who started the Moto. This rider will be eligible to transfer. A rider can also be classed as DNF if assistance is required before finishing.
- 5.4.7 If one or more riders fail to start in the final they will be declared as a Did Not Start (DNS) and will be ranked last place. In the finals, DNF will be ranked before relegated (REL) riders and the latter before DNS riders. In case of multiple DNF, REL or DNS in the final, the tiebreaker (within each group) will be the position in previous heat (semi final). (See 11.2.3 for REL details)

### 5.5 Scoring systems

- 5.5.1 The following scoring systems shall be used for BMX competitions.
- 5.5.2 Photo finish





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| <p>5.5.2.1 Photo finish is determined by a camera system able to take 1000 frames per second.</p> <p>5.5.3 Scoring with timing transponders</p> <p>5.5.3.1 When utilised:</p> <p>5.5.3.2 The staging officials shall check each rider's bike to confirm that the provided transponder has been attached correctly. However, the rider is solely responsible for the correct attachment of the transponder during the race.</p> <p>5.5.3.3 There shall be a timing operator who shall be responsible for recording the finish line position of every rider as he crosses the finish line in every race and if a rider does not finish a race (DNF), the chief commissaire must immediately confirm the rider's finish result to the timing operator.</p> <p>5.5.4 Light beams (photo cells).</p> <p>5.5.5 Scoring with a finish line video camera equipment</p> <p>5.5.5.1 Video camera equipment shall be so installed as to be directly aligned with the finish line at ground level or directly above. The video camera shall have an unobstructed view of the finish line on the track surface. The back field view of the video camera shall be clear so as to not complicate the clarity of reproduction nor confuse the vision at the play back facility</p> <p>5.5.5.2 In addition, there shall be a further video camera at the "front on" position to facilitate rider number identification. In each preceding case described, slow motion reverse and advance capabilities are required of the equipment. As well the equipment shall be capable of colour reproduction.</p> <p>5.5.6 Finish line Commissaires</p> <p>5.5.6.1 Where finish line cameras are not available, there shall be a minimum of 5 qualified finish line Commissaires for national level events and 3 finish line officials for regional events, who shall be responsible for recording the finish positions of every rider as they cross the finish line in each race. The official finish positions of each race shall be determined by a simple majority of the finish line recorder's results. The official finish results shall be transmitted to the chief administration commissaire for notation on the Moto sheets.</p> | <p>5.5.7 In the event that the finishing order is disputed, the finishing medium, whether it be camera (high speed or video), electronic timing strip and any other medium on which the finish is recorded shall be consulted. At the discretion of the Commissaires they may be consulted by all parties concerned if the finishing order should be disputed.</p> <p><b>5.6 Staging and Gate Positions</b></p> <p>5.6.1 The gate starting positions for Motos shall be determined according to the rule set forth in the event regulations and shall be indicated on the Moto sheets. The gate starting positions shall be determined by one of the following:</p> <p>5.6.2 By random selection by the computer for all rounds of racing, where a BC authorised computer race programme is utilised.</p> <p>5.6.3 By random selection by the computer for Moto rounds of racing, followed by "Rider Choice" for all subsequent rounds based on the riders finishing position in the previous round, where a BC authorized computer race program is utilised.</p> <p>5.6.4 By drawing lots for all rounds of racing.</p> <p>5.6.5 All riders must start in their designated gate positions. The penalty for starting from any other gate position is disqualification.</p> <p>5.6.6 It is each rider's responsibility to be in the staging area and on the gate at the appropriate times.</p> <p><b>5.7 The Start System</b></p> <p>5.7.1 A BMX race shall be started using a voice box. The voice box starting system is a facility that replaces the starter's voice.</p> <p>5.7.2 Where an electronically controlled starting gate in combination with a voice box supported starting system is used, the recorded commands of the voice box shall be as follows:</p> <p>5.7.2.1 Stage 1: "OK Riders, Random Start" followed by a 1.8 sec. pause.</p> <p>5.7.2.2 Stage 2: "Riders Ready – Watch the Gate."</p> |
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5.7.2.3 Only in Stage 1 can the start be held by the starter. The starter will recommence with stage 1 of the call.

5.7.3 The requirements for a voice box and an electronic starting system shall be as described in the current UCI regulations.

### 5.8 Conduct on the track

5.8.1 Riders who have registered for a competition are the only riders allowed to ride or practice on any part of the track on the days of the competition.

5.8.2 The Chief Commissaire has the final authority at any competition and has the right to impose a penalty on any competitor, parent, spectator, or team manager in the interests of safety or for violation of the rules.

5.8.3 If a race is stopped by officials before its conclusion, the riders in the race must return to the starting line immediately and await instructions.

5.8.4 A restart will be signalled by the chief commissaire or his designated assistant. A re-run of a Moto, qualifying round or final will take place only if, in the opinion of the chief commissaire, the running of the race has been adversely affected by interference in the start procedure, interference on the part of a spectator, animal or other outside agency.

5.8.5 Any use of radio links or other remote means of communication by the competitors are not permitted.

### 5.9 Finish

5.9.1 A rider who is in contact with their bike shall have finished at the moment when the tyre of the front wheel touches the vertical plane rising from the leading edge of the finish line.

5.9.2 In BMX competitions, different scoring systems are utilised, according to 5.5. In the event that several systems are utilised during the event, they must apply according to the following order of priority:

5.9.2.1 For time trials

5.9.2.1.1 Photo finish or light beams (photo cells) or similar approved detectors.

5.9.2.1.2 Timing transponders, as laid down in 5.5

5.9.2.2 For qualification rounds and Finals

5.9.2.2.1 Photo finish or light beams (photo cells) or similar approved detectors.

5.9.2.2.2 Timing transponders, as laid down in 5.5

5.9.2.2.3 Video Camera

5.9.2.2.4 Finish line Commissaires

5.9.3 In the event that a specific scoring system is required by the BC regulations, such finish scoring system must be in place and other systems with a lower priority are not necessary.

5.9.4 In a final, at least two riders need to cross the finish line for a race to be valid.

5.9.5 In case the race is not declared valid, a restart with a minimum three riders shall be done within 15 minutes. In the case of no restart, the times or results for the semi final will be declared the final result. In case of cancellation prior the final, the results of the previous stage will be declared the final results.

5.9.6 Track flags

5.9.6.1 Flags of the colours listed below are used by track officials as a means of communicating with each other and to riders on the track. These flags have the following meanings:

5.9.6.1.1 GREEN FLAG: The course is unobstructed and racing can proceed.

5.9.6.1.2 YELLOW FLAG: The course is obstructed and racers should be held at the gate.

5.9.6.1.3 RED FLAG: Riders on the track should stop immediately and return to the starting gate to await further instruction.

## 6 BMX TRACK COMPETITION FIELD

**(Dimensions in brackets are the minimum for Regional standard tracks) Where tracks are designed for less than 8 riders, dimensions may reduce accordingly. For example, if a track is designed for 4 riders, then dimensions may reduce by approximately 50%**



6.1 The track must be of a compact, closed looped design, forming a circuit where length measured along its centre line is not less than 300 metres (200m) or greater than 400m.

6.2 The track must be a minimum of 9m wide at its start and may not taper to a width of less than 5m (4m) at any point along its course.

### 6.3 Starting hill

6.3.1 The starting hill must accommodate a track width of at least 10 metres (9) and be at an elevation at least 3 metres (1.5) metres above the grade of the first straight.

6.3.2 The initial incline extending from the starting gate to level grade must be at least 12 (6) metres in length

### 6.4 Starting gate

6.4.1 An 8 rider starting gate shall be a minimum of 8 metres in width and for all national events, an electronically controlled system is mandatory.

6.4.2 The gate shall have a height of at least 50 cm, with no greater angle than 90 degrees with the slope of the ramp which supports the bicycles' wheels when they are in their starting position.

6.4.3 Starting positions 1 through 8 must be clearly marked on the gate.

6.4.4 The electronically controlled gate, to be used at all BC sanctioned BMX events, must be fitted with a system of appropriately coloured starting lights located so as to be clearly visible from all starting lanes without disadvantage to any rider who is in the "riders ready" position. In case of a failure of the gate release system, the gate shall fall to the dropped position.

6.4.5 Whenever a timing scoring system is utilised, the timing system must be activated, whereupon the time starts running at the moment the gate-start mechanism is activated causing the gate to drop.

### 6.5 Initial Straight

6.5.1 The initial straight shall be a minimum of 40m (30m) in length.

6.5.2 It is recommended that the bottom of the front side of the first obstacle in the initial straight shall be located not less than 20m (15m) from the starting gate or less than 20m from the point of curvature of the first turn. However, on tracks especially designed to test riders, the distance between the starting gate and the front side of the first obstacle may be shorter.

### 6.6 First Turn

6.6.1 The first turn may go in either direction and shall be banked to a degree which allows safe entry and exit for riders of all ages at race speeds.

6.6.2 At the first turn, the track shall be a minimum of 6m (5m) wide measured along a straight line extending from its surface at the inner radius to the top of the berm at its outer radius.

### 6.7 Turns and Obstacles

6.7.1 The track shall have a minimum of 3 turns.

6.7.2 The track shall be a minimum of 5m (4m) wide throughout each turn.

6.7.3 All obstacles on the track must be constructed with the safety of all riders, regardless of age, in mind. Consideration must be given to the abilities of the youngest riders in competition when designing obstacles intended to present special challenges to older competitors. An obstacle is defined by its front and back slope and can be a single obstacle, double, triple or multi-jump as well as a 4-pack, 5-pack or multi-pack.

6.7.4 Tracks may be designed to include alternate sections with a higher degree of difficulty. These sections may offer obstacles which are inherently more challenging than those found on the course's main circuit.

### 6.8 Race Track Markings

6.8.1 The boundaries of the race track including alternate sections shall be clearly identified.

6.8.2 In order to provide a barrier between the event's participants and its spectators, the track, where circumstances allow, may be enclosed by a perimeter fence which shall ideally not be located at any point closer than 2 metres from the competition course.



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### 6.9 Finish Line

6.9.1 The track must have a clearly marked finish line to indicate the point at which competitors will be scored. The finish line shall comprise a straight line of 4 cm in width, painted in black in the middle of a white strip 24 cm wide, thus leaving 10 cm of white on each side of the black line. Other contrasting colours may be used.

6.9.2 Any banners extending across the track above the finish line or elsewhere along the track must be at an elevation sufficiently above the track level to avoid interference with the riders crossing beneath them. When finish line cameras are in use, banners must not cast a shadow over the finish line.

6.9.3 All finish line Commissaires shall operate from an area immediately adjacent to the finish line, which permits them a clear and unobstructed view of the riders as they cross the line.

## 7. COMPETITION FACILITIES

7.1 Clubs and organisers seeking BC sanction for a competition event must be able to demonstrate to BC that the facilities proposed for the event meet the specifications set forth in this section.

### 7.2 Staging Area

Close to the starting hill a staging area consisting of ten staging lanes numbered 1 to 10 shall be established, where riders shall assemble in accordance with the instructions given by the staging officials.

### 7.3 Riders Pit Area

An area where the riders may congregate between races shall be established and clearly marked close to the track's staging area.

### 7.4 Inspection/Transponder Area

An area shall be established close to the staging area for the inspection of bicycles, installation of timing transponders and riders' equipment.

### 7.5 Announcing Area

There shall be reserved for the announcer and race commentator, preferably at an elevation above that of the track, an area which permits these officials to have a clear and unobstructed view of the track.

### 7.6 Bulletin Boards

Well-constructed and weather-resistant bulletin boards for posting the Moto draws/ race results shall be erected in a minimum of 2 different locations, such as rider's area and staging area.

### 7.7 Administration and Race Offices

Registration and Race control must be based in an office which is situated within the bounds of the perimeter fence, within 30m of the finish line and of sufficient size to process the number of riders in an orderly manner.

### 7.8 Public Address System

The public address system must be capable of projecting the announcer's voice to all parts of the track, the riders' area and the staging area.

### 7.9 Parking and Spectator Facilities

7.9.1 Parking for a number of cars commensurate with the anticipated size of each race must be available in the vicinity of the track. On race days, parking areas shall be adequately staffed to assure the orderly flow of traffic and the systematic parking of automobiles.

7.9.2 Spectator facilities including, without limitation, seating, washrooms / toilets and food service, with capacities appropriate to the numbers of people anticipated shall be provided:

7.9.3 Separate food service facilities shall be provided for competition Commissaire's and officials.

### 7.10 Indoor Events

Indoor BMX events may be held on tracks with earthen, wooden or concrete surfaces, having obstacles constructed of similar materials. The rules set forth in this section shall apply equally to indoor events.



## 8 COMPETITION OFFICIALS

The BC Regulations set forth the manner in which a BMX event shall be conducted. All officials participating in an event are required to be fully conversant with the BC Regulations and any supplement thereof, which governs any event. By accepting the position, all competition officials are definitely bound by such Regulations.

### 8.1 General

Every BMX competition must be staffed with an adequate number of qualified commissaires and officials, to assume all the responsibilities and perform all the duties of the various positions set forth in this section.

### 8.2 Commissaries Panel

8.2.1 The Commissaries panel shall comprise sufficient qualified BC Commissaries to ensure all parts of the track are correctly supervised.

8.2.2 One member of the panel will be deemed the Chief Commissaire and they will be responsible for the positioning of all other track officials.

8.2.3 The assistant Chief Commissaire shall assist the Chief Commissaire in the completion of his duties and shall act as the Chief Commissaire's representative when the chief commissaire is not available.

8.2.4 The Commissaire's' panel is the final authority at any competition and has the right to impose a penalty on any competitor or team manager.

8.2.5 The Chief Commissaire shall operate from a position which permits him a clear view of the entire track.

8.2.6 As part of the BC Officials mentoring process the Chief and Assistant Commissaire may change during the event, as may any other official.

### 8.3 Chief Administration Commissaire

The Chief Administration Commissaire shall be responsible for the registration and classification of all riders at the event, the processing and posting of the Moto sheets, and the processing of all results (both intermediate and final results). The Chief Administration Commissaire shall be assisted

by a sufficient number of administrators, as described in 8.7.

### 8.4 Race Commissaires

8.4.1 The race Commissaires shall be responsible for assuring the observance of all rules governing any event.

8.4.2 As a minimum, race Commissaires must have an Assistant level qualification.

8.4.3 All Commissaires must wear some form of distinctive clothing, such as official's clothing or high visibility clothing, so that they may be readily identified by competitors and team managers.

8.4.4 Each race Commissaire shall operate from a clearly defined position.

### 8.5 Finish Line Commissaires

8.5.1 In the event that the finishing order is determined by means of finish line recorders, they shall act as described in 5.5

### 8.6 Race Director

8.6.1 The race director, with the assistance of the Commissaires, shall be responsible for the following:

8.6.1.1 Establishing and maintaining a timetable of events;

8.6.1.2 Enlisting and organising of all Commissaires, officials and administrative staff in numbers which are commensurate with the size of the event;

8.6.1.3 Arranging for the equipment necessary to conduct a race;

8.6.1.4 Liaison on protocol, including media and ceremonies.

### 8.7 Officials/Personnel

8.7.1 The following officials and personnel are designated by the club, regional or national organiser:

8.7.1.1 INSPECTORS - See 9.1

8.7.1.2 START COMMISSAIRE - The start Commissaire shall be responsible for



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- conducting the start of each race. The starter shall operate the starting gate, and perform such other actions as are necessary and appropriate to assure that each race has a safe and fair start. The starter may recommend to the chief commissaire that a rider obstructing the starter from carrying out his duties be penalised.
- 8.7.1.3 When a camera or other timing system is utilised, the starter must first confirm the operator of the timing system and his equipment is ready before he begins the starting procedure of a race.
- 8.7.1.4 **STARTING HILL OFFICIALS** - Starting hill officials shall inform riders of their correct start lane according to the Moto sheets prior to the start of each race. They are also responsible for checking if riders' safety equipment is correct. Starting hill officials shall report to the Chief Commissaire any rider whose safety equipment does not conform to these regulations and any rider who fails to be present at the start gate must be reported to the finish line administrator.
- 8.7.1.5 **STAGING OFFICIALS** - Staging officials shall be responsible for directing riders into the proper staging lanes. They shall announce each race number, age group, and the names of every rider in each race. An appropriate number of copies of the Moto sheets shall be made available to the senior staging official.
- 8.7.1.6 **RACE COMMISSAIRES** - Race officials shall be responsible for monitoring the conduct of the riders on the track and for notifying other officials of conditions on the track which may warrant their attention. The chief commissaire shall determine the number of race officials necessary for an event. Race officials shall be stationed along the track. Race officials shall make notes of any rule infringements or incidents that they witness. These notes shall be made available upon request by the chief commissaire.
- 8.7.1.7 **FINISH LINE AREA CONTROL OFFICIALS** - Finish line area control officials shall be responsible for controlling the passage of riders and other persons into and out of the finish line area. They shall be stationed at each point of access or exit to the finish area and prevent the entry of parents, team managers and spectators except where medical emergencies warrant their presence. Finish line area control officials shall also be responsible for maintaining order among the riders waiting in the finish area.
- 8.7.1.8 **ADMINISTRATORS**
- 8.7.1.8.1 Entry administrators shall be responsible for the following:
- 8.7.1.8.2 Receiving and checking for conformance with entry regulations all riders' entry forms and/or permit applications;
- 8.7.1.8.3 Establishing a list of entrants in each category of racing and sequentially ordering the categories.
- 8.7.1.8.4 Moto sheet administrators shall be responsible for dividing the total number of entrants in each category into Motos of not more than eight riders and for recording their names on the appropriate Moto sheets. They shall be responsible for posting the Moto sheets on the Moto boards. These sheets shall be posted in order by age group with each race number clearly visible.
- 8.7.1.9 **CAMERA / TIMING OPERATOR** - The camera / timing operator shall be responsible for the setting up and operation of the system and for passing rider finish line position results to the administrators for posting on the Moto boards.
- 8.7.1.10 **TRACK ANNOUNCER** - The track announcer shall be responsible for making formal announcements concerning the competition and for informing riders, spectators, Commissaires and officials of any changes to the race schedule.
- 8.7.1.11 **COURSE COMMENTATOR** - The course commentator shall provide a commentary of all races for the benefit of the spectators. He shall not comment on any matter which is opposed to the interests of BC or to the sport of BMX in general. Neither shall he pre-judge the results of any race or comment on possible rule infractions which he may observe.
- 8.7.1.12 **SECURITY PERSONNEL** - The host organisation shall provide a sufficient number of security personnel to ensure the safety of the riders and spectators. Marshals must wear some form of distinctive clothing or other object so that they may be readily identified.



- 8.7.1.13 FIRST AID - The host club shall be responsible for the provision of suitable medical cover, in accordance with British Cycling's Medical Guidance Document. At least one First Aid point which may be a static ambulance or other suitable vehicle or covered area and an adequate number of first aid staff shall be in attendance during all practice and race sessions. Both the First Aid point and first aid personnel must be stationed within the track area and a clear entry /exit route for an ambulance leading to a public thoroughfare must be provided and maintained throughout the progress of the event. Neither practice nor race sessions may take place unless proper medical services are available.

## 9 CLOTHING AND SAFETY EQUIPMENT

### 9.1 Inspection

- 9.1.1 Before official practice, before the start of, or during the course of any competition or event, the rider, his bicycle, helmet and clothing may be subject to inspection by officials in order to ascertain whether or not this equipment conforms to these rules. The organisers make no representation and/or statement of opinion as to the track worthiness of any bicycle, clothing, safety equipment or other gear which may be examined during the course of this inspection.
- 9.1.2 Any rider whose equipment is unsafe in the opinion of the officials, whether or not it fails to comply with a specific provision of these rules, shall not be permitted to ride on the track.
- 9.1.3 Any rider who does not comply with all instructions given to him by the officials with respect to his equipment shall not be permitted to compete in any event.

### 9.2 Jersey

- 9.2.1 The jersey shall be a loose fitted long-sleeved shirt whose sleeves extend down to the rider's wrists. Jerseys used in BMX events should be of a type specifically sold for use in BMX, Moto-Cross or downhill mountain biking. Custom produced jerseys of this type and matching these requirements are permitted.
- 9.2.2 Road style jerseys, skinsuits, or one-piece suits comprising the jersey and the pants/shorts are not permitted for use in BMX events, nor are

jerseys with zippers, other than a very short (less than 10cm long) zipper at the collar.

- 9.2.3 The jersey must be either close fitting around the waist or tucked into the pants before the start to not cause interference.
- 9.2.4 Every rider competing in a World BMX Championship/Challenge event must wear a national BMX jersey matching the jerseys of his fellow-countrymen. The only variation allowed shall be advertising on the jersey. The national jersey must be worn whenever a rider is engaged in activities on the track, prize giving ceremonies, press conferences, television interviews, autograph sessions and other occasions during the event, which require a good presentation to the media and the outside world.
- 9.2.5 At a Continental BMX Championship/Challenge and/or a regular international BMX event, a rider shall be allowed to wear a country's national jersey that is in accordance with the UCI rules for national BMX jerseys as described above. Whether the wearing of the national BMX jersey at a Continental BMX Championship/Challenge event is compulsory or not, shall be at the discretion of the continental host organization/federation hosting the event.
- ### 9.3 Pants
- 9.3.1 The aim of BMX leg wear is to provide protection and reduce the risk of injury. This can be achieved with either long pants, or with shorts combined with suitable knee and shin protection. Such long pants or shorts must be of a type that is specifically designed, and sold to provide protection in BMX, Moto-Cross or downhill mountain biking. Custom produced pants or shorts of this type and matching the requirements outlined above are permitted.
- 9.3.2 Long pants of the type described above must be loose fitting, of one-piece construction and made of tear resistant material. They must cover the entire length of both legs until just above the shoe or ankle.
- 9.3.3 Shorts of the type described above must be loose fitting, of one-piece construction and made of tear resistant material. They must be worn together with suitable leg protection that covers the entire knee and the entire shin until just above the shoe or ankle. Protection that is



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- designed to only cover the knee or only cover the upper part of the shin shall not be accepted. Such protection must be of a type that is specifically designed, constructed and sold to protect the knee and entire shin for BMX, Motocross or downhill mountain biking, and shall extend until just above the shoe or ankle.
- 9.3.4 Pants or shorts composed of tight fitting stretch material are not permitted, as such material is not considered as tear resistant. Such pants, shorts or leggings may only be worn under acceptable long pants or shorts, or to cover acceptable knee and shin protection, or under or as part of the construction of that protection. Such material shall not in itself be considered as a protective element.
- 9.4 Helmets**
- 9.4.1 Helmets must be of full face construction equipped with a visor peak of minimum 10 centimetres. Helmet strap must be securely fastened during the completion of the race. The wearing of such helmets in racing and training is compulsory.
- 9.4.2 Any added aerodynamic accessories on personal equipments are not permitted.
- 9.5 Gloves**
- 9.5.1 Gloves whose fingers completely cover the rider's finger tips must be worn.
- 10 BICYCLE**
- All bicycles used for competition must meet the general specifications provided in this chapter.
- 10.1 Frame**
- 10.1.1 The bicycle's frame must be of sufficient strength to withstand the rigors of BMX racing and be devoid of any cracked or bent frame members or welds which are cracked or otherwise deficient.
- 10.1.2 Aerodynamic accessories, chain guards, side stands, mud guards, sheet metal accessories such as simulated fuel tanks, butterfly nuts, any superfluous welded or mechanically fastened fittings such as chain guard lugs, frame mounted reflectors and any other sharp protruding objects are not permitted.

- 10.1.3 Wheel axles may not protrude more than 5 mm beyond the hub nuts.
- 10.1.4 All components, accessories and other parts must be firmly attached to the bicycle.
- 10.2 Wheels**
- 10.2.1 Bicycles with 20" wheels may be raced only in standard categories. Cruisers may be raced only in cruiser categories, unless the event regulations state otherwise.
- 10.2.2 With the exception set forth herein below, all bicycles used in the standard 20" type must be equipped with matching wheels that are nominally 20" in diameter. The total diameter of the wheels, inflated tires included, shall not exceed 22 1/2" (57 cm).
- 10.2.3 The total diameter of the wheels, inflated tires included, in the cruiser type shall measure at least 22 1/2" (57 cm), and the total diameter of the wheels, inflated tires included, shall be no larger than 26" in diameter.
- 10.2.4 The bicycles of riders aged 6 and under may be equipped with wheels smaller than 20".
- 10.2.5 Wheels must be laced with the full complement of spokes for which the hubs and rims are intended. Spokes must be properly tensioned and hub bearings must be adjusted to eliminate noticeable play. Disc wheels are not permitted, wheels must be open.
- 10.2.6 Tyres must be of one-piece construction and have tread sufficient to provide adequate grip on the particular surface that the track presents.
- 10.2.7 Tyres must be inflated to a pressure sufficient to assure safe riding under race conditions.
- 10.2.8 Quick release axles are not recommended but may be used if the release levers are taped or wired in the locked position.
- 10.3 Handlebars**
- 10.3.1 Maximum width of handlebars on both standard bicycles and cruisers shall be 74 cm (29").
- 10.3.2 The maximum rise of handlebars on both standard bicycles and cruisers shall be 30 cm (12").





10.3.3 Handlebar grips are mandatory and must completely cover the ends of the handlebars.

10.3.4 Handlebars that are cracked or otherwise damaged are not permitted.

#### 10.4 Steering head

10.4.1 The forks must turn smoothly in the headset bearing without binding or excessive play.

10.4.2 The stem may not protrude above the headset lock-nut by an amount that exceeds the manufacturer's recommendation or by more than 5 cm if no maximum height mark is inscribed on the stem.

#### 10.5 Brakes

10.5.1 All bicycles entered in competition must be equipped with an effective rear brake, which must be operated by hand (calliper brake).

10.5.2 The rear brake cable must be secured to the frame.

10.5.3 A front brake may be fitted, but is not required.

10.5.4 The free end of the handbrake lever must be smoothly rounded or covered in such a manner as to prevent it from presenting a hazard.

10.5.5 All exposed cable ends must be capped, soldered or covered to prevent fraying.

#### 10.6 Seat

10.6.1 The seat base must be constructed of material that is sufficiently strong to resist penetration by the seat post.

10.6.2 The seat post must be secured to the seat tube by means of a seat post clamp. This clamp's fixing bolt may protrude from the body of the clamp by no more than 5 mm.

#### 10.7 Cranks, Pedals and Gears

10.7.1 Cranks of either: One-piece, two-piece or three-piece construction is permitted. Crank arms may be of any length so long as they do not compromise the bicycle's ground clearance.

10.7.2 The bottom bracket bearings must be adjusted so as to allow the cranks to spin smoothly and without noticeable play.

10.7.3 Pedals must be securely attached to the crank arms and adjusted so as to eliminate lateral motion of the pedal body along the pedal axle. Pedal axes must be of sufficient strength to withstand the rigors of competition. The teeth on pedal cages must be sufficiently pointed and prominent to offer effective grip on a rider's shoes without being so sharp as to pose a safety hazard. Toe clips and straps are not permitted. Interlocking pedal-cleat systems however are allowed. Where an interlocking pedal-cleat system is used, the rider must be able to demonstrate the ability to engage and release from the pedals upon any request from an official at an event.

10.7.4 The minimum race age category whereby interlocking cleat pedals are permitted is 13 years. Riders who have earned the right to compete up in a race category whereby cleat pedals are permitted should follow the regulations of that category.

10.7.5 Multiple speed gear systems are permitted.

#### 10.8 Bike Pads

If bike pads are used, they should be used in the following positions:

10.8.1 A pad that surrounds the crossbar of the handlebars;

10.8.2 A pad that surrounds the top tube of the frame;

10.8.3 A pad that covers the stem connecting the handlebars to the fork.

#### 10.9 Number Plates

10.9.1 Each bicycle entered into competition must have a number plate attached to the front of the handlebars.

10.9.2 Number plates must be made of plastic or other similar flexible material.

10.9.2.1 Plate: Height 20 cm | Width 25 cm

10.9.2.2 Digits: Height 10cm | Line width 1.5 cm



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- 10.9.3 Riders must use the plate and number colour combinations specified for the category in which they are racing as follows:

Elite Men:

White plate, black numbers

Juniors Men:

Black plate, white numbers

Championship Women:

Black plate, white numbers

Men/Boys:

Yellow plate, black numbers

Girls:

Blue plate, white numbers

Cruiser:

Red plate, white numbers

- 10.9.4 If a photo finish system is utilised, each bicycle entered into competition must display a lateral number plate/sticker located just behind the steer tube. The number shall be black with a white background. The height of the number must be a minimum of 8 cm with a width of 1 cm. and with a gap of 1cm between numbers. These numbers must match that on the front plate and be on both sides of the bike and not folded or curved. No other logo, graphics or colour is allowed within the number area of the plate. All prefixes and suffixes must be the same size as above, i.e. W1 and not w1

- 10.9.5 In all BMX events a rider must display the number assigned to him according to the rules set forth in the event information. A rider who fails to display the correct number may be relegated.

- 10.9.6 The area of the plate that provides a background for the number must, during the entire duration of a competition, be kept free of markings, stickers or other impediments to the number's legibility. Riders may not cut, mutilate or put additional stickers or marking on their number plate if it's provided by the Organiser.

- 10.9.7 The required background colour must be clearly visible around and in-between all numbers used. The background colour must not be cut down to follow the contours of a number, but may be cut to follow the design of the number plate or to form one straight line defining the edge of the background.

## 11. INFRINGEMENTS, PENALTIES AND PROTESTS

### 11.1 Section 1: Infringements

- 11.1.1 All riders must observe these rules and follow all instructions given them by any commissaire or official at any time during the course of the event. Every rider must at all times observe such conduct as reflects the ideals of good sportsmanship and avoid any conduct which may bring himself or the sport of BMX into disrepute. The use of obscene or foul language is forbidden. Riders using such language will be penalized in a manner to be determined by the Commissaires panel.

- 11.1.2 The infringements described in this chapter will be penalized by the Commissaires' panel, according to

- 11.2.1 and the following.

- 11.1.2.1 If necessary, the officials will determine whether an infringement was caused deliberately or not. An infringement is considered to be caused deliberately, in the event that it could have been avoided.

- 11.1.2.2 Bike position on the start gate

- 11.1.2.3 The front wheel must be placed against the gate, be grounded and remain stationary during the starter's call. All riders must start in the designated gate position.

### 11.1.3 Deliberate Interference

- 11.1.3.1 Interference is often a complex offence, given that BMX is a contact sport. The Commissaires will determine whether it was deliberate or not. If an infraction or interference can be avoided, and is caused, the officials may determine it as being deliberate. Deliberate interference between two or more riders will be penalised, as laid down in article 11.2 and the following.

### 11.1.4 Deliberate Force off the Track

- 11.1.4.1 Any competitor must not force another competitor off the track deliberately.

### 11.1.5 Track Re-Entrance

- 11.1.5.1 Any rider who leaves the course during a race must, regardless of the circumstances, re-enter the course at the nearest safe point. He shall



not interfere with the progress of any other rider or cut the course in order to gain an advantage.

## **11.1.6 Contact**

- 11.1.6.1 A rider shall not cause any part of his person or bicycle to come into contact with another rider's person or bicycle during a race with the intention of impeding that rider's progress so as to overtake him or cause him to be overtaken by another rider.

## **11.1.7 Obstruction on the final straight**

- 11.1.7.1 The lead rider shall have the right to choose his line on the track and through the corners. When on the final straight, however, the lead rider shall not deliberately obstruct another rider from passing. A penalty for this infringement shall be imposed by the chief commissaire, as laid down in article 11.2 and the following.

## **11.1.8 Team Riding**

- 11.1.8.1 Team riding or helping other competitors to gain a higher finishing position is prohibited.
- 11.1.9 Third Persons Interference
- 11.1.9.1 Team managers, parents, and others in the company of a rider shall not interfere with a race on behalf of a team or a rider.

## **11.2 Section 2: Penalties**

- 11.2.1 The Commissaires panel may, without prejudice to its possibilities provided in the BC "Code of Conduct" and "Bye Laws", invoke any of the censures provided in this chapter against a rider who commits one of the infractions mentioned in this part of the Regulations.

## **11.2.2 Official warning**

- 11.2.2.1 A rider may receive an official, verbal warning for certain misconduct. The first warning issued to a rider at an event carries no specific penalty other than the advice of the warning. However, the issuance of a subsequent warning for the same, or any other offence, in the same event will result in the rider's disqualification from the event.

- 11.2.2.2 A warning may be displayed on the printed output of the results.

## **11.2.3 Rider to be placed last in Moto**

- 11.2.3.1 A rider may be scored in last place regardless of his actual finish in a race and will be scored "relegated" (REL +2).

## **11.2.4 Disqualification of a rider**

- 11.2.4.1 A rider may be disqualified and thereby barred from further participation in either the competition category in which the infringement occurred or the entire event.

## **11.3 Section 3: Protests**

- 11.3.1 In any BMX event a protest may be filed by a rider for any of the following:
- 11.3.1.1 The classification of a rider;
- 11.3.1.2 The scoring of a rider;
- 11.3.1.3 Protests by riders regarding judgment decisions during a competition are not allowed. Race Commissaires in charge shall make decisions on the spot through the chief commissaire in case of any incidents or irregularities occurring during the competition.

## **11.3.2 How to protest**

- 11.3.2.1 A rider wishing to make a protest arising under article 11.3.1.2. may do so to the administration Commissaires within 10 minutes of the posting of the Moto sheets that has given rise to the protest. The commissaire will conduct an investigation and render a decision on the protest prior to the commencement of that rider's next round of racing.
- 11.3.2.2 If a rider disagrees with his finishing position as posted on the Moto sheets, a protest must be lodged with the administration Commissaires. The commissaire (or his assistant) and the chief scorer will view the applicable scoring system and render a decision.
- 11.3.3 The rider(s) involved in the protest may be called upon as required by the chief commissaire.



## TECHNICAL REGULATIONS



- 11.3.4 Should a situation arise in one of the three qualifying Motos, where a clear decision cannot be determined from the applicable scoring system, both riders will be scored with the better ranked finishing position. For example: a protest between 4th place and 5th place finishing position would in the case of a tied decision ultimately give both riders 4th place finish in that particular race.
- 11.3.5 When protesting a transferring position, a rider must do so prior to that rider's next round of racing, whilst a protest against a rider's position in the final shall be filed within 15 minutes of the completion of racing.
- 11.3.6 If a protested race is not available via finish line equipment for viewing due to system failure, the score sheets will determine the finish position of the race.
- 11.3.7 The Commissaires' panel shall have the power to impose a penalty up to and including disqualification of the rider as a result of any protest arising under article 11.3.1.

## APPENDIX 1 NATIONAL RANKINGS POINTS SYSTEM

Licence Points are awarded as follows:

International A	Olympic Games, Elite/Junior World Championships
International B	SX World Cup, Elite/Junior European Championships, Challenge World Championships
National A	British Championships, Championship/Elite Men National Series
National B	National Series Challenge Categories, Other UCI Elite/Junior events, UEC European Challenge Series
Regional A	Regional Championships, Ability Categories at Regional Events
Regional B	Summer Regional Series Events
Regional C	Winter Regional Series Events, Scottish Regional Series, Other Ranking Events

### Notes

*For ranking events where categories are amalgamated into one race, only one set of points will be awarded. The age/ability categories will not be split out, but riders will receive points in their own category. Ranking points do not always follow the same points table as series points. Ranking points recognise an overall finish position, whereas software generated race results may take Moto results into account.*

### Points Allocation

*British Cycling's BMX season runs from December to November. For the purpose of awarding ranking points, any rider taking part in a race between December the 1st and December the 31st will be placed in the correct category based on the following year minus the rider's date of birth.*

*A rider's best 12 results will count towards their end of season national ranking.*



Position	International A	International B	National A	National B	Regional A	Regional B	Regional C
1st	600	300	112	100	60	40	20
2nd	520	260	100	90	50	34	18
3rd	440	220	90	80	45	30	16
4th	400	200	84	75	40	26	14
5th	380	190	78	70	37	23	12
6th	360	180	72	65	34	20	10
7th	340	170	66	60	32	18	9
8th	320	160	62	56	30	16	8
9th	300	150	58	52	28	14	7
10th	290	145	54	48	26	12	6
11th	280	140	50	45	24	10	5
12th	270	135	47	42	23	9	4
13th	260	130	43	39	22	8	3
14th	250	125	40	36	21	7	2
15th	240	120	36	33	20	6	1
16th	230	115	33	30	19	5	
17th	220	110	31	28	18	4	
18th	210	105	29	26	16	3	
19th	200	100	27	24	14	2	
20th	190	95	24	22	12	1	
21st	180	90	22	20	10		
22nd	170	85	21	19	9		
23rd	160	80	20	18	8		
24th	150	75	19	17	7		
25th	140	70	18	16	6		
26th	130	65	17	15	5		
27th	120	60	16	14	4		
28th	110	55	15	13	3		
29th	100	50	14	12	2		
30th	96	48	13	11	1		
31st	92	46	12	10			
32nd	88	44	11	9			
33rd	84	42	10	8			
34th	80	40	9	7			
35th	76	38	8	6			
36th	72	36	7	5			
37th	68	34	6	4			
38th	64	32	5	3			
39th	60	30	4	2			
40th	56	28	3	1			
41st	52	26					
42nd	48	24					
43rd	46	23					
44th	44	22					
45th	42	21					
46th	40	20					
47th	38	19					
48th	36	18					
49th	34	17					
50th	32	16					



## TECHNICAL REGULATIONS

### APPENDIX 2 BMX TRACK DIMENSIONS

**The following appendix is for guideline only, but it should be used and adhered to when new tracks or major track remodelling is being planned.**

- The column titled "Other" is to ensure that competition may be considered on BMX tracks that do not cater for an 8 person start gate.
- Setting out track dimensions is in no way meant to stifle the development of BMX tracks. It's just to ensure that a common format for competition is being considered.

	European Series	National Champs	National	Regional	Other
Total Track length	300m – 400m			200m – 400m	N/A
Start Hill	Height - 5m+ Width - 8m+	Height - 2.5m+ Width - 10m 0.5m+ clear space either side of lanes 1 & 8		Height - 1.5m+ Width - 8m 0.5m+ either side of lanes 1 & 8	Appropriate to the start gate width, approximately 1m per rider
Width of Track	Start - 10m Other straights - 6m	Start - 10m Other straights - 6m	Start - 10m Other straights - 5m+	Start - 9m Other straights - 4m+	Appropriate to the start gate width
Width of Turns	Turn 1 - 8m+ Other turns - 6m	Turn 1 - 6m+ Other turns - 6m	Turn 1 - 6m+ Other turns - 5m	Turn 1 - 5m+ Other turns - 4m+	Dimensions may reduce accordingly
Number of Straights	Minimum of 4				N/A
Minimum Number of Turns	3 – must be paved, tarmac or concrete	Minimum of 3			N/A
Start Gate Width	8m wide. The gate should be 50cm high and slip resistant.				Approximately 1m per rider
First Straight Length	Championship - 70m Challenge - 60m		40m	30m	N/A
Distance to Obstacles	Gate to 1st jump – 20m 1st straight distance between jumps – 10m Other straights – 5m		Gate to 1st jump – 20m	Gate to 1st jump – 15m	N/A
Markings	White Lines marking the track edge		The boundary of the track and alternative sections shall be clearly identified		
Staging	(10m x 8m) x 2 1 should be covered	(10m x 8m) x 1			N/A
Space for Spectators	3000 people	2000 people		Varies, dependent upon the size of the event	N/A
Lights	Yes	N/A			
Parking Spaces	750	250 cars, 175 camping units		Varies, dependent upon the size of the event	N/A
Drainage	Yes				If possible





## NOTES



NOTES





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## TECHNICAL REGULATIONS

### 1 REGISTRATION AND MEMBERSHIP

#### 1.1 Rider Registration

1.1.1 For the purposes of club competition, all riders must be registered with a club affiliated to British Cycling.

1.1.2 Registration can only be transferred to another club by completion of the approved Cycle Speedway Commission transfer form, endorsed by the clubs concerned and forwarded with the appropriate fee to BC headquarters for approval. However a rider or official whose BC membership under regulation 1.2.1 has lapsed for a minimum continuous period of three years shall be considered a free agent, and may register with a different cycle speedway club without restriction.

1.1.3 Clubs may register new riders on the day, provided they are eligible under the provisions of regulation 1.1.2. Once a rider has registered for a club in this way, this will be considered his primary cycle speedway club for the remainder of that season, and he may only ride for another cycle speedway club under the provisions of regulation 1.1.6. Club secretaries will be responsible for ensuring that the registration is lodged with British Cycling no later than seven days after the event. This day registration facility is not available in British Championship competitions, with the exception of those Club Championships for Under 12s, Women's and Over 40s categories, where the provisions of regulation 1.2.3 shall also apply.

1.1.4 It is recognised that in certain team competitions, restrictions apply to transferred riders. The Commission shall publish those conditions and operative dates in advance. Riders who transfer after those published dates will not be able to compete in those team competitions.

1.1.5 Riders who have transferred from one club to another during the year will automatically represent their new club in individual competitions.

1.1.6 A rider may ride for another club on loan in alternative competition to that involving their parent club. Any such arrangement will only be allowed with the prior permission of the secondary league(s) involved and both clubs. A

rider loan form must be completed and forwarded to the relevant Region League Manager for approval before the published date set by the Region. Rider loans shall not apply for National League or Championship Competitions.

1.1.7 Foreign nationals are not eligible to compete in British Championship competitions.

1.1.8 For each match the referee shall complete a cycle speedway match levy form. This shall be forwarded by the host club together with a copy of the score chart(s) for that day of racing and any parental consent forms collected to BCHQ along with those monies collected in respect of levies and one day licence fees.

#### 1.2 Membership

1.2.1 All riders who compete in official cycle speedway matches must be members of the Federation, holding at least a provisional licence. A valid licence must be produced before a rider is permitted to compete in any official competition.

1.2.2 Riders unable to produce evidence of a valid licence, or who are registered under the provisions of regulation 1.1.3 but are not licence holders of the Federation, must obtain a day licence at the prevailing rate. Payment must be forwarded to BC headquarters by the promoting club in line with those time scales laid down by the BC Board. The day licence facility is not available for National Championship competitions except under the provisions of regulation 1.2.3.

1.2.3 The day licence facility is available for Club Championships for Under 12s, Women and Over 40s, in accordance with regulation 1.1.3. In such cases a BC membership application for that rider must also be received by BC headquarters within seven days of the Championship. Failure to achieve this may result in the disqualification of the club in question from the result of this competition.

### 2 ELIGIBILITY TO COMPETE

2.1 Both teams must submit their pairings to the referee at least 20 minutes prior to the declared starting time and no alterations shall be permitted thereafter.



- 2.2 Riders should be in the pits area and ready for racing 20 minutes prior to the declared starting time. Riders who fail to present themselves to the pits at this time will be liable to exclusion from the match. Under exceptional circumstances, referees shall have the authority to delay the start time of the event.
- 2.3 In individual competitions, any reserves who are present and ready for racing shall take place of riders who are not in the pits area and ready for racing 20 minutes prior to the declared starting time, by drawing of lots. Riders arriving later than 20 minutes prior to the declared starting time, but before the starting time, may only take their place in the programme if there are still vacancies after the inclusion of reserves. In this case the rider must take his original place in the programme and any reserve allocated should be re-allocated to one of the vacant places by the drawing of lots. In the event of late arrivals arriving simultaneously but with less than that number of vacancies available, then the available places will be allocated by the drawing of lots.
- 2.4 Every competitor shall produce his current racing licence or have purchased a day licence before he is issued with his competitor's number or is allowed to compete.
- 2.5 For inter-regional competitions, the designation of a rider's entitlement to compete for a region will be dictated by that rider's primary registered Cycle Speedway club or the region in which that rider resides. A rider may not compete for more than one region in any one season.
- 2.6 All riders agree to submit to Anti-Doping Controls in and out of competition in accordance with the Anti-Doping Regulations and Disciplinary Rules of the British Cycling Federation.

## 3 OFFICIALS

### 3.1 Event Director

- 3.1.1 The promoting club is responsible for the general organisation of the meeting.
- 3.1.2 The promoting club is responsible for appointment of all match officials unless otherwise directed by the Federation or League.

- 3.1.3 Each promoting club shall appoint an Event Director (or Clerk of the Course) who shall be responsible for the overall organisation of the event. He shall present himself in a manner likely to enhance the reputation of the club and the sport. He shall ensure that the organisation of the meeting runs in accordance with the standards commensurate for the event, with regards to: punctuality; facilities; equipment; provision of officials; health and safety; promotion. He shall be responsible for the well being of all riders, officials, spectators and guests attending the meeting.

### 3.2 Referee

- 3.2.1 Referees must be members of the Federation before appointment to any official meeting. It is the responsibility of the host club to ensure the eligibility of the referee.
- 3.2.2 A grading system shall be in force, using five levels of competence. Referees may be assessed at least annually and upgraded or downgraded as considered appropriate.
- 3.2.3 All nominations/applications shall be reviewed by the Federation and suitable referees shall be graded accordingly.
- 3.2.4 The Federation will endeavour to provide neutral referees for all its competitions.

### 3.3 Authority and Status of Referees

- 3.3.1 All racing shall be under the sole charge of the referee whose duty is to ensure that no one indulges in unfair, dangerous or unscrupulous practices. A referee shall enforce the rules and any decisions made in connection with the meeting shall be final. All protests regarding the rulings of the referee in-so-far as the result of a race, match or meeting is concerned shall be deemed out of order and unacceptable.
- 3.3.2 The authority of a referee begins 30 minutes prior to the official start of a meeting and includes any period when racing has been temporarily suspended and ends when he leaves the immediate curtilage of the track. His jurisdiction extends to all registered riders, club officials and club members in attendance whether or not they are taking part in the meeting.



## TECHNICAL REGULATIONS

- 3.3.3 The referee has the power to stop a race for any infringement of the rules, caution or exclude any offending rider from a race and ban any rider or official from a meeting in the case of serious offences. He may suspend or terminate a match whenever any reason or conditions, interference by spectators or by any other cause whatsoever he deems it justified. In all such cases, he shall make a full report to the Federation on the matter immediately.
- 3.3.4 Referees are encouraged to wear the official BC approved clothing. Alternatively smart dress shall be worn.
- 3.3.5 Any A grade referee may take into the track, at his discretion, a trainee referee for instruction. The trainee shall wear smart dress but shall not be permitted to make any decisions regarding racing unless the Federation's referee has obtained the permission of both team managers prior to the meeting.
- 3.3.6 BC or a region may permit the use of a second referee for certain matches. In such instances the appointing body will determine as to which of the two referees shall be the senior and therefore with whom the final responsibility for decisions made lies.
- 3.4 Match Duties of Referees**
- 3.4.1 Inspect the ground and equipment to establish that all the required standards are met and that the circuit is in satisfactory condition for safe racing, checking this against the pre season risk assessment of the facility. Only the referee or his delegate may postpone a match after an inspection has taken place. The referee must ensure that a qualified first aider is present. Racing must not be allowed to start without such a person being present, available and easily identifiable. The appointed first aider may only compete within that match he/she is appointed to if he/she is substituted by another similarly qualified person for the duration of any race. This substitute shall maintain this role until such time as the primary appointed first aider is again available to fulfil it.
- 3.4.2 At least twenty minutes before the start of the match, contact the promoting club to ensure that the teams are available at the required time and obtain the team pairings and the names of the Team Managers or competition list for the official score-chart.
- 3.4.3 Inspect the riders' licences, race clothing and machines 15 minutes prior to the start of a meeting and ensure that they comply with the rules, ordering any adjustments or suspensions as necessary.
- 3.4.4 Brief the other match officials as to their duties for the meeting and liaise with the promoting club so that the meeting is commenced within the required framework.
- 3.4.5 Having established the starting positions in the case of team events, controls all racing by taking up a position where offences may best be seen.
- 3.4.6 If a public address system is in use, inform the announcer of the reasons for any action taken so that they may be conveyed to spectators.
- 3.4.7 Ensure that no one enters the centre of the circuit other than the Pits Marshal, the Starter and Flag Marshal who shall have access between races.
- 3.4.8 Determine the order in which riders finish each race and keep a true record of the meeting.
- 3.4.9 At the end of the match, check and sign the official score-chart along with the Team Managers, and complete the referee report form. (In individual events, an official of the staging club shall sign the score-chart).
- 3.4.10 The referee shall be responsible for the despatch of the official score-chart and the referee report form to the appropriate officer for the event. Where a referee has had cause to issue either red or yellow card(s), he shall also forward a copy of the referee's report to BC Headquarters. These documents must be sent by first class post or electronically within 24 hours of the match. Failure to comply may lead to penalties being applied to the appointing club, or in the case of a referee appointed by a league or by the Commission, the withholding of any expenses that may be due for that particular meeting.
- 3.4.11 In the event of an incident involving a third party and/or resulting in medical treatment being administered an incident report form must be completed by the meeting referee and forwarded immediately to BC headquarters.



### 3.5 Other Match Officials

- 3.5.1 The starter is responsible for the fair starting of all races under the order of the Referee in accordance with the stipulated starting procedure.
- 3.5.2 The Flag Marshal shall count the number of laps completed by all riders and under the direction of the referee.
- 3.5.3 A maximum of two Pits Marshals shall be provided.
- 3.5.3.1 They are responsible for the organisation of the pits and ensuring that the riders are notified of their races.
- 3.5.3.2 They will notify the Referee immediately of any misconduct or breach of the rules in the pits by riders or team managers.
- 3.5.3.3 They will also ensure that riders do not leave the pits without permission and that only competing riders and approved team officials enter the pits.
- 3.5.4 The Announcer is responsible for giving spectators such information as they may reasonably require to understand and enjoy a meeting. He shall make any announcement, in connection with the racing, that the Referee may direct. The announcer shall report racing in an impartial manner.
- 3.5.5 Officials are encouraged to dress smartly at all race meetings.
- 3.5.6 The host club shall be responsible for the provision of suitable medical cover, in accordance with British Cycling's Medical Guidance Document. Such cover shall be in place from half an hour prior to the start of the first match until the completion of the last race in the last match in any one day of competition. Medical personnel shall be identifiable by the wearing of a suitably lettered garment or arm band, or at the very least the name of this person shall be listed in the match programme. This person shall be at the track side at all times during competition and shall preferably not be appointed to any other tasks whilst racing is being run.
- 3.5.7 Persons under the age of 18 may only act in any official role within a match with the express permission of the referee in charge.

### 3.6 Team Manager

- 3.6.1 In team events, every team shall have a recognised Team Manager. The Team Manager shall be responsible for his team's prompt arrival and behaviour during the meeting and shall be responsible for the correct standard of dress of his team, and the provision of team racing colours. He will ensure the machines of his riders conform to the regulations laid down by the Federation. He will liaise between his riders and the referee when required to do so. He will sign the official programme to signify his agreement with the result. He will be responsible for ensuring that his team observe any by-laws at away grounds.
- 3.6.2 Team Managers may only enter the race centre when authorised to do so by the referee.
- 3.6.3 In any team match two officials from each team, one to be official Team Manager, shall be permitted to enter and remain in the pits throughout the match.

## 4 TRACKS AND EQUIPMENT

### 4.1 Ground

- 4.1.1 The entire area shall be kept as free as possible from obstruction that may impair a Referee in the performance of his duties.

### 4.2 Starting Gate

- 4.2.1 An upward rising gate must be used for all meetings. The gate shall comprise two white uprights spanned by three white cross tapes, 13mm to 26mm in width. When lowered the centre tape shall be between 300mm and 400mm above the track surface and when raised the lower tape shall not obstruct riders passing beneath. The start gateposts shall be positioned not less than 450mm from the track perimeter.
- 4.2.2 In the event of a breakdown either of the following alternative methods of starting shall be employed:- one fly-across elastic tape fixed to the inside upright and released from the outside of the track or a flag signal given by the starter from a point midway between the starting gate and the first bend.



## TECHNICAL REGULATIONS



### 4.3 Starting Area

4.3.1 All tracks must be equipped with a starting area of concrete or similar material which must be kept free of loose substance. A line shall be marked directly below the cross tapes which will be the official start and finish line.

4.3.2 The concrete area shall be divided into four equal sections. The centre of each section will be marked with two parallel lines 50mm apart running the full length of the starting area and parallel to the inside white line. All lines should be between 25mm and 75mm in width. The rest line shall be at least 1.5m behind tapes. The rear edge of the concrete area may be used as the rest line. All markings shall be in white.

### 4.4 The Pits

4.4.1 The Pits are an area fenced off for the exclusive use of riders and officials engaged in a meeting and must be provided. During floodlit matches the pits area must be adequately lit.

### 4.5 The Track

4.5.1 The inner and outer boundaries shall be permanent and marked clearly in white. They shall be of a solid substance, firmly embedded in the ground and shall protrude between 50mm and 100mm above the track surface.

4.5.2 The inner perimeter shall measure between 64 metres and 92 metres. A distinctive marker, clearly visible to the riders and referee, will be positioned on the back straight midway between the bends to signify a half lap. Riders may run or walk with their machines the last half lap from this point.

4.5.3 The width of the tracks shall be between 4.25 metres and 7 metres.

4.5.4 Surfaces should have a base layer of hard-core and a top layer of 6mm to dust graded shale, or similar surface such as limestone or granite. The top layer to be between 25mm and 100mm depth. The surface to be prepared in the form of rolling, watering or brushing, if required, to enable good racing to take place, without adversely affecting the permanence of the top surface.

4.5.5 Safety fences should be provided wherever possible and shall be at least 450mm from the

outer boundary of the track. They must be maintained in a safe condition and any damaged section must be made safe before racing is staged. Where there is a safety fence no gaps shall be left unfilled during track usage which are deemed to be a risk to participants.

4.5.6 No obstructions shall exist on a track or within 450mm of the boundaries.

4.5.7 The maximum permitted degree of banking is 1 in 8 from the inner to outer boundaries at the apex of a bend and 1 in 12 along the length of a straight.

### 4.6 Equipment

4.6.1 The following equipment shall be provided:

4.6.1.1 Either an efficient public address system to announce heat results or a large legible score-board which provides the progressive scores.

4.6.1.2 An adequate first aid kit.

4.6.1.3 Two flags not less than 450 mm square to convey the following information:-

- Yellow flag - one lap to go.
- Black and white chequered flag - race completed.

4.6.1.4 Two brooms.

4.6.1.5 Containers of fresh drinking water, sufficient for the number of competitors present.

4.6.1.6 Arm bands or alternative suitable means of identification for both appointed first aider(s) and Pit Marshal(s)

4.6.1.7 Appropriate score card with formula for match in question.

4.6.2 Desirable Facilities Where possible the following facilities should be provided:

4.6.2.1 Programmes

4.6.2.2 Seating for spectators and competing riders

4.6.2.3 Refreshments

4.6.2.4 Toilets

4.6.2.5 Car Parking



4.6.2.6 Changing rooms and showers for riders and officials

4.6.2.7 Adequate watering facilities

4.6.2.8 Cover for spectators and riders.

## 4.7 Approval

4.7.1 The Cycle Speedway Commission shall arrange to inspect and perform a risk assessment on all tracks at least bi-annually or where work on such a track deems an earlier inspection appropriate, using the BC approved form. The subsequent report should be retained by the club and copied to the Commission. New tracks may only be approved for racing as a result of a satisfactory inspection carried out by the Federation prior to any racing taking place.

4.7.2 Existing tracks which have alterations made to them, other than re-surfacing, may only be approved for further racing after a satisfactory inspection and appropriate update of the facility risk assessment has been carried out by the Federation.

4.7.3 It is the club's responsibility to notify the Federation of the need for an inspection to be carried out.

## 5 RIDERS CLOTHING

5.1 Members of a team shall be uniformly dressed. Uniform shall be taken to mean that jerseys, race trousers and socks shall be identical in colour. All clothing must be in good condition.

5.2 Racing colours must be worn in all events and shall be registered with British Cycling prior to the commencement of the season. All commercial endorsements on all clothing used in competition shall also be registered with British Cycling and appropriate fees paid.

5.3 In training and competition, all riders must be covered from the neck down. Some relaxation will however be permitted in respect of those colours worn in certain regional, local or junior competitions at the discretion of the competition organisers.

5.4 Jerseys will bear on their backs a distinctive number to coincide with programme details. These shall be of a size 170mm high by

140mm wide Each jersey will have two parallel Velcro strips across the back. The rider's name can also be displayed.

5.5 Protective Headgear

5.5.1 Protective headgear shall be worn in line with General Technical Regulation 8.6.

5.5.2 Helmets must not have peaks, whether detachable or not.

5.5.3 Any rider removing his/her protective headgear or undoing / loosening the strap during a race or before returning to the pits may be subject to exclusion.

5.5.4 The use of cameras fixed to the helmet, bike or rider is governed by general technical regulation 10.4.

## 6 CYCLES

6.1 A racing machine shall not be fitted with brakes, brake attachments, mudguards of any size, rat-trap or all metal pedals, toe clips or straps, lamp brackets, wing-nuts, any form of gears or any other fittings considered dangerous by the referee.

6.2 Handlebars shall not exceed 550mm in width measured in a straight line from end to end, each end shall be protected by a soft substance, preferably handlebar grips, and the bar ends must be either plugged or covered with a material unable to be pushed inwards.

6.3 Wheel spindles shall not protrude more than 18mm outside the forks. Not more than 6 mm of thread shall be exposed beyond the wheelnut with only one wheelnut allowed each side of the spindle on the outside of the fork.

6.4 Chain tensioners will be permitted provided they have no protruding spikes (these must be ground flat) and that the thread does not protrude more than 6mm. Tyres and pedals shall not contain any additional fittings, i.e. studs.

6.5 A spare uncovered sprocket on the rear wheel is permitted.

6.6 Riders must not change machines during a race excepting that these may be changed for a re-start or a re-run.



## TECHNICAL REGULATIONS

- 6.7 All machines to be used at a meeting shall be thoroughly examined by the referee in the pits before the match and briefly checked by the referee at the starting area rest line before each race.

## 7 RACING REGULATIONS

### 7.1 Number of Laps

- 7.1.1 All racing shall be in an anti-clockwise direction and shall be over four laps except:

- 7.1.1.1 Racing shall be over 3 laps in events exclusively for under-8 and under-10 riders.

- 7.1.1.2 If there is only one rider starting in a race he will be awarded four points immediately he arrives with his cycle at his starting position at the gate if appropriately dressed and ready to start.

- 7.1.1.3 In a team competition if there are only two riders, both of the same team, one lap only shall be ridden.

- 7.1.2 In second team or combination fixtures where under-10s are riding against older competitors, there shall be no exclusion of under-10s for being lapped provided they are adjudged not to be interfering with the race. Riders must complete the full race laps for points to be awarded. It is the responsibility of the team manager to ensure that the match referee is aware of riders eligible under this provision.

### 7.2 Flag Signals

- 7.2.1 The yellow flag denotes one lap to go.

- 7.2.2 The black and white chequered flag denotes the race is completed.

- 7.2.3 If the chequered flag is shown at the wrong time during a race the referee shall take the following action:

- 7.2.3.1 After 5 laps - riders' positions after 4 laps to count as a result.

- 7.2.3.2 After 3 laps - race to be re-run with all riders still in the race when the chequered flag was shown to be allowed in the re-run, unless the referee is satisfied that all riders had realised the mistake and carried on racing. The re-run to take place immediately.

- 7.2.4 The Flag Marshal must not stand on the track or impede the course of any riders in the race.

### 7.3 Method of Scoring

Scoring in all races shall be:

First – 4 points

Second – 3 points

Third – 2 points

Fourth – 1 point

Non Finishers – 0 points

Excluded Riders – 0 points

### 7.4 Presence in Pits

- 7.4.1 Under no circumstances shall any person be allowed in the Pits other than the competing riders, and approved team and track officials, during the course of the racing. Riders and team officials may not leave the pits during racing without gaining permission from the Pits Marshal.

### 7.5 Starting Positions

- 7.5.1 In a team competition the two captains shall toss for starting positions, the referee tossing the coin and the visiting captain making the call. The winner shall have a choice of 1 and 3 or 2 and 4 starting positions in the first heat, the positions thereafter alternating throughout the match. The riders starting from positions 1 and 3 shall take up their starting positions first and shall not change them. In individual matches, and four-team matches, positions shall be depicted on the programme.

- 7.5.2 Where a run-off proves necessary the starting positions shall be determined as follows:

- 7.5.2.1 Two riders: by the toss of a coin, the winner choosing any position and his opponent taking the position which leaves one vacant grid between the two riders.

- 7.5.2.2 Three or four riders: by a draw of four numbered lots.

- 7.5.2.3 Five or more riders: a series of races shall be run to eliminate the appropriate number of tied riders.

- 7.5.2.4 In no circumstances shall more than four riders compete in any race.

- 7.5.2.5 In the event of a re-run of a race all riders must assume their original starting positions of the race.





7.5.3 In league matches, other than combination fixtures, a team 12 or more points in arrears after heat 5 may claim the choice of starting positions until such a time as that team is less than 12 points in arrears whereupon the positions will then revert to the original gate positions. Team managers wishing to claim start positions must notify the referee via the pits marshal before the referee has sounded his whistle to call the riders to the start. No claim for the choice of starting positions will be allowed after the referee's whistle has been blown.

## 7.6 Time Limits

7.6.1 When the referee is satisfied that the circuit is clear of obstructions and that no additional time allowance is required he shall, by one sharp blast on a whistle, indicate that all riders have one minute in which to reach the starting area rest line. A second blast will denote the expiry of time and the automatic exclusion of any rider(s) not at the rest line. Reserves are not allowed to replace riders excluded from the race for exceeding the time limit.

7.6.2 A rider who has two consecutive races shall be allowed three extra minutes. If, for any valid reason, a rider requires an extension of time, he or his manager, through the Pits Marshal, may contact the referee who may grant one extra minute, always providing he has not given the signal for the start of the final minute.

7.6.3 Where the referee grants an extra minute, he must allow the normal time allowance to elapse before giving the signal for the final minute.

7.6.4 In any cases of extreme machine damage or injury, the referee may extend the time limit at his discretion.

7.6.5 Any rider or manager who purposely delays the progress of the meeting without valid reason shall be excluded from taking any further part in the meeting.

## 7.7 Starting Procedure

7.7.1 Riders shall leave the pits and proceed to the starting area where they shall come to rest with the hubs of their front wheels over the rest line, in line with their respective starting positions. The starting marshal must not take part in any communication with the riders approaching the

grids. Riders shall not encroach the centre green on the way to the start. Riders may not change positions once at the rest line. Brushes, rags, water or other materials for cleaning tyres shall not be brought to the starting grid.

7.7.2 Under the direction of the referee the riders shall move forward to within 25mm of the tapes, positioning both wheels between the parallel lines in the stating positions.

7.7.3 When the referee is satisfied that all riders are ready he shall ask them to steady themselves and then give the command "under starter's orders". The riders shall then look straight ahead and watch the tapes. The starter shall then, with his back to the gates, release the tapes between 2 and 5 seconds from the referee's command, varying the time from race to race.

7.7.4 When an electrically operated starting gate is being used the starter shall operate the release mechanism, facing away from the competing riders.

7.7.5 A rider shall be excluded if, after the command "under starter's orders", he allows his machine or person to move or deliberately causes a distraction before the tapes rise.

7.7.6 Referees shall use their discretion if there is distinct noise around the starting area or adverse weather conditions.

7.7.7 If two or more riders move before the tapes rise the first to move shall be excluded but if the referee is unable to determine who did so first shall order the riders to re-approach the rest line and give starting orders again.

7.7.8 If, after this procedure the same position arises the referee shall disqualify all riders guilty of the infringement.

## 7.8 Stopping a Race

7.8.1 A race shall be stopped by one blast of the referee's whistle.

7.8.2 A race may be stopped by the referee in the interest of safety or where a fallen rider has caused other riders to fall and inflicted a positive change in positions. Any rider who is the direct or indirect cause of the stoppage shall be excluded.



## TECHNICAL REGULATIONS



7.8.3 A race may be stopped by the referee if two or more riders fall or become entangled during the first half lap. In such an instance, the referee should re-start the race with all riders, except where a deliberate offence is committed when he shall exclude the guilty rider.

7.8.4 A race shall be stopped if, in the opinion of the referee, a breach of the rules has occurred and an advantage is gained either by the rider or his team. In this case he shall exclude the offending rider or riders from the re-run.

7.8.5 If a race is stopped for any reason after the completion of the first half lap, the rider or riders responsible for the stoppage should be excluded or cautioned.

### 7.9 Completing a Race

7.9.1 A rider is deemed to have completed the race when the front wheel of the bike breaks the perpendicular of the finish line, unless the referee stops the race in the meantime. The rider must be in contact with the bike when it crosses the line.

7.9.2 After completing the race, riders must continue in an anti-clockwise direction to return to the pits.

### 7.10 Awarding a Race

7.10.1 If a race is stopped after three laps have been completed, the referee may award positions to riders in the order they held them at the time of the stoppage, having excluded any rider where necessary through a breach of the rules. In any case of doubt, the race shall be re-run. Riders excluded, lapped or adjudged not to be competing in the original race shall be prohibited from contesting the re-run. The duration of the race completed will be that when the incident occurred.

7.10.2 Should an excluded or lapped rider fail to withdraw from the track in a team event, the referee may award no points to the offending rider's team in that race.

### 7.11 Reserves

7.11.1 Reserve riders may not be submitted in the place of a rider who has been excluded from the meeting by the referee.

7.11.2 A reserve rider shall not be substituted in the place of another rider who has been excluded from participating in the re-run of any race.

7.11.3 A reserve rider can replace another reserve rider providing that regulations 7.11.1 and 7.11.2 do not apply.

7.11.4 If a rider is unable to take part in the re-run of a race, then a reserve rider shall be permitted to deputise in his place, provided that he has not had the maximum number of rides and sub-sections 7.11.1 and 7.11.2 do not apply.

7.11.5 Only reserve riders may be used in positions other than those depicted in the programme.

7.11.6 In an individual match a reserve may take the place of any rider who withdraws from the match. Having taken the place of the rider he cannot take the place of any other rider in the match.

7.11.7 The maximum number of rides that a reserve may take in an 18-heat match is five.

7.11.8 The maximum number of rides that a reserve may take in a 12-heat match is four.

7.11.9 The maximum number of rides that a reserve may take in a 16-heat four team match is four.

7.11.10 When calculating the number of maximum rides, a race in which the reserve is himself replaced shall count as a ride taken for both reserve riders.

## 8 EXCLUSIONS

A rider shall be excluded if, during the course of a race, he is considered by the referee to be guilty of:

8.1 **Crossing the boundaries** with both wheels, unless through the actions of another rider, or in the interests of safety he is compelled to do so, in which case he must return to the track at the earliest opportunity. A rider shall be excluded if he is deemed to have purposely crossed the inside of the track to gain a rerun or advantage.

8.2 **Obstruction.** A rider shall be guilty of obstruction if:



- 8.2.1 He sharply cuts across the path of another rider when he is less than one machine length in front.
- 8.2.2 He deliberately slows down to affect a change in the position of the riders following.
- 8.2.3 He uses his foot as a brake by deliberately placing his foot on his own back tyre to slow his machine.
- 8.2.4 He places himself or his machine in such a position as to impede other riders.
- 8.2.5 He drifts an opponent to the extremities of the circuit by steering a course which in the referee's opinion, is not commensurate with reasonable competitive requirements.
- 8.2.6 He team rides with another rider whether in the same team or not in an individual event. Both riders shall be excluded.
- 8.2.7 He uses the tactics of, boring, hooking or legging.
- 8.2.8 He uses undue force during a race, particularly in that part of the race from the start to the first bend.
- 8.3 **Dangerous riding.** Any rider considered by the referee to be guilty of dangerous riding.
- 8.4 **Remounting** after taking more than two steps with his machine. Only if he is within half a lap of the finish of the race is he permitted to run or walk with his machine, provided he does not obstruct other riders and keeps his machine on the circuit. A rider shall be deemed remounted when he is astride his machine.
- 8.5 **Outside assistance.** Any rider receiving outside assistance during a race shall be excluded.
- 8.6 **Disorderly conduct.** Any rider guilty of disorderly conduct or dissent shall be excluded from the race and full details reported.
- 8.7 **Being lapped.** A rider shall be deemed lapped if he is in last position and, in the opinion of the referee, is interfering with the course of other riders. Excluded or lapped riders must immediately withdraw from the track without impeding other riders.

## 9

### MATCH BANS AND PENALTIES

- 9.1 A match ban comprises the remainder of the match in which the ban is imposed and the next match in the same competition, and shall apply to the whole day on which that competition is held. Where it would not have been possible to have competed or officiated in further rounds of that competition in that year, the ban shall apply to the first potential match in the same competition in the following year. A rider or team official receiving a match ban shall also incur a fine as scheduled in Appendix 1. The rider will continue to be suspended until the fine is paid.
- 9.2 A rider or team official may receive a match ban if he is considered by the referee to be guilty of one of the following offences:
  - 9.2.1 **Persistent exclusion:** Any rider who incurs two exclusions during a meeting for the use of force, obstruction or dangerous riding.
  - 9.2.2 **Malicious foul riding:** A rider who uses blatant foul tactics inflicting injury to an opponent or damage to his equipment.
  - 9.2.3 **Offensive or foul language:** A rider or team manager judged to be guilty of swearing or using offensive language.
  - 9.2.4 **Serious disorderly conduct:** Any rider, team official or club member who repeatedly shows dissent after warning or comes onto the track without permission or instigates any physical threats or fighting.
  - 9.2.5 **Perverting the course of a race meeting:** Any rider who purposely favours one team to the detriment of another, by adopting tactics that are not commensurate with reasonable competitive requirements in a multi-team match.
- 9.3 A rider, team official or club member who receives a match ban shall leave the area of the track and pits immediately and take no further part in the meeting whatsoever.
- 9.4 A rider team official or club member in receipt of a match ban, and/or his club, may be subject to further disciplinary action in accordance with the Bye-Laws of the British Cycling Federation.



## TECHNICAL REGULATIONS



9.5 In cases of dissent or abuse towards match day officials, the referee is empowered to operate a red and yellow card penalty system. When operating the system, the referee shall raise the appropriate card in a single gesture in the direction of the offending individual. Where a card is presented, the referee shall write the name and club (where known) of the offending individual(s) on the card. This card must be surrendered to BCHQ with the referee's match report.

9.6 The issuing of a yellow card shall be regarded as a warning, and shall also incur a fine as scheduled in Appendix 1. A single yellow card issued to an individual in a match shall not be carried over to the next match. A second yellow card issued to an individual in the same match shall be the equivalent of a red card.

9.7 In the case of a more serious incident of dissent or abuse, or when two yellow cards are issued to an individual in the same match, a red card shall be issued. An individual in receipt of a red card shall be subject to a match ban, and the provisions of regulation 9.1 shall apply.

9.8 The issue of a red or yellow card to a rider or team manager in a team competition shall result in the deduction of four race points from the offending team's match score. The issue of a red or yellow card to a rider in an individual competition shall result in the deduction of four race points from the offending rider's match score.

### 10 DISCIPLINE AND DISCIPLINARY PROCEDURES

10.1 Disciplinary matters relating to the management of Cycle Speedway Competition under these regulations shall be subject to the decision of the match referee, which shall be final.

10.2 These Technical Regulations incorporate the Federation's Disciplinary Rules, which apply to and bind any individuals, clubs and teams who participate in any event held in accordance with these Regulations. Any breaches of these Technical Regulations, excluding those relating to Anti-Doping, shall be dealt with in accordance with the Disciplinary Rules.

### 11 BRITISH CHAMPIONSHIP REGULATIONS

11.1 Only British Nationals who are members of British Cycling shall be permitted to compete in British Championships. For individual Championships this membership shall be a minimum of Race Silver or Gold; for club Championships this shall be a minimum of Race Bronze.

11.2 Qualifying age bands for British Championships are as follows:

Youth C / Under 12	from 1st January of year in which 11th birthday falls to 31st December of year in which 12th birthday falls
Youth B / Under 14	from 1st January of year in which 11th birthday falls to 31st December of year in which 14th birthday falls
Youth A / Under 16	from 1st January of year in which 13th birthday falls to 31st December of year in which 16th birthday falls
Junior	from 1st January of year in which 15th birthday falls to 31st December of year in which 18th birthday falls
Senior	from 1st January of year in which 15th birthday falls
Veteran	from 1st January of year in which 40th birthday falls
Grand Veteran	from 1st January of year in which 50th birthday falls
Super Veteran	from 1st January of year in which 60th birthday falls

11.3 Riders may compete in any championships for which they are eligible by age.

11.4 Every rider, club or team entering a British Championship competition shall pay the appropriate entry fee. All entries shall be on the appropriate official entry form. All entries shall be either on line or by using the appropriate official entry form for which an additional fee may be payable. When agreeing to promote a British Championship, the host club may also be required to pay a fee. The fees due will be set by BCHQ.

11.5 Entries for all British Championship competitions shall close one calendar month before the date of the competition or first qualifying round, unless an alternative deadline is published on the entry form.

11.6 The BC Cycle Speedway Commission may, at its discretion, cancel the running of a British



- Championship where there are less than 8 entries for an individual event, or less than 4 entries for a club or team event at the closing date.
- 11.7 The BC Cycle Speedway Commission shall determine the method of qualifying in each Championship, depending on entries received.
- 11.8 All competition draws shall be random and unseeded, and shall be witnessed by at least two members of British Cycling who shall be from different clubs and shall be named on the official draw sheet.
- 11.9 Late entries for any British Championship will not be accepted after the draw for the first round has taken place, other than under the provisions of regulation 12.3.
- 11.10 British Cycling shall give a minimum of two weeks notice of the draw to all clubs that have entered a British Club or Team Championship event, and to all riders who have entered a British Individual Championship event.
- 11.11 Starting times for all British Championship matches shall be decided by the BC Cycle Speedway Commission, after consultation with the promoting clubs.
- 11.12 Printed programmes and public address systems, subject to local authority bye-laws, must be provided at all stages of British competitions.
- 11.13 The winners of each Championship will hold the appropriate trophy for one year, shall be responsible for keeping it in good order and shall return it when requested. Permanent awards to competing riders will be at the discretion of the Federation.
- 11.14 Pit Marshals for the finals of British Championships shall be appointed from the Federation's member Referees.
- 11.15 In all competitions the home/promoting club must arrange for a copy of their printed programme to be forwarded by the Referee with the official documents.
- 11.16 In all competitions the home/promoting club must communicate the results to BC headquarters immediately after the match has ended.
- 11.17 Tracks not considered suitable by the Federation will not be used for national competitions.
- 11.18 A club entering any British Club or Team Championship must be affiliated to British Cycling prior to the closing date for entries. Riders must be registered with a competing club or team before riding, but riders transferring to a competing team after the transfer deadline as set for that year will not be eligible to compete for that team in any British Club or Team Championship event in that year.
- 11.19 In Club and Team Championships, clubs may change their original team line-up, both in terms of riders used and riding order, for subsequent rounds including the final.
- 11.20 Any club or team failing to turn up for any match in the British championships may be disciplined as appropriate, and may be barred from taking part in the corresponding championship the following season, unless an acceptable reason, in writing, is given to the Competitions Manager at least seven days prior to the event.
- 11.21 Riders who present themselves without their club's registered colours will not be allowed to take part in British competitions.
- ## 12 BRITISH INDIVIDUAL CHAMPIONSHIPS
- 12.1 The Federation shall arrange the following competitions:
- British Individual Championship
  - British Over 40s Individual Championship
  - British Over 50s Individual Championship
  - British Over 60s Individual Championship
  - British Women's Individual Championship
  - British Junior Individual Championship
  - British Under-16 Individual Championship
  - British Under-14 Individual Championship
  - British Under-12 Individual Championship
  - British Indoor Riders Championship
  - British Indoor Over 40s Riders Championship
  - British Indoor Junior Riders Championship
  - British Indoor Under-16 Riders Championship
  - British Indoor Under-14 Riders Championship



## TECHNICAL REGULATIONS



12.2 The official 16 rider 20 heat formula shall be used for all Individual finals, where numbers permit. Qualifying rounds should be run under the same 20 heat formula where numbers permit (i.e. multiples of 14 riders per round). Where multiples are 13 or less, then the pre-qualifying method should be used. The Competitions Manager has the discretion to decide which format to use.

12.3 Late entries may be accepted into any individual championship only in the following circumstances:

- a) If less than 12 entries have been received by the closing date, in which case the draw shall be delayed to allow further entries up to a maximum of 16, unless the provisions of regulation 11.6 are enforced.
- b) After the draw for the first round has taken place, but only where such entries are to fill vacant places in a draw to bring a match up to the full rider strength for the formula used, i.e. where a 16 rider 20 heat draw has been made for a straight final, or where two 16 rider 20 heat draws have been made for two semi-finals. Where there is more than one vacant place, the order in which these places shall be filled shall be determined at the time of the initial draw. Late entries shall not be accepted where the initial draw utilises a pre-qualifying format.

Late entries shall be accepted in order of receipt, and shall be permitted until midnight on the Monday prior to the date of the championship. At this point if there are less than 12 entries in total a fresh draw shall be made using the closest appropriate formula. Any remaining vacant spaces may be filled up to 20 minutes before the start of the first round. After all vacant spaces from the initial draw have been filled, late entries may also be accepted to fill any additional vacant spaces arising from a rider withdrawing from the championship or failing to appear within 20 minutes of the start of the first round. Where there is more than one such vacant space, a draw shall take place to determine which vacant place shall be filled by which substitute rider.

Entry fees for those entering after the initial closing date may be subject to an additional penalty fee.

12.4 In the event of a withdrawal or non-arrival for a pre-qualifying round, those drawn below the missing rider shall move up the draw, and the appropriate pre-qualifying formula for the number of riders present shall be used. Should the number of riders fall to sixteen or less, the pre-qualifier shall be cancelled and the remaining riders shall proceed directly to the final, which shall be run at the pre-arranged time.

12.5 Riders may only compete in the round in which they were originally drawn. In no circumstances may they compete in a subsequent round.

12.6 In the event of two or more riders tying on the same number of points for the last qualifying place, then that place will be decided by a run-off. The Commission will decide the method of selecting reserves in subsequent rounds.

12.7 When a run-off is required to determine qualifiers and/or reserves for the next stage, all such riders must participate and not withdraw from the competition.

12.8 No official reserve may leave a meeting before its completion.

12.9 No rider may withdraw from any stage of the meeting, other than for medical reasons and only then by authority of the Referee.

## 13 BRITISH CLUB CHAMPIONSHIPS

13.1 The BC Cycle Speedway Commission shall authorise the following club championships:

- British Open Club Championship
- British Over 40s Club Championship
- British Women's Club Championship
- British Junior Club Championship
- British Under-16 Club Championship
- British Under-14 Club Championship
- British Under-12 Club Championship
- British Open Indoor Fours Championship
- British Junior Indoor Fours Championship

13.2 The official 4-team 16 heat formula shall be the preferred formula for all Club Championship and Indoor Fours Championship finals. However, the Competitions Manager has the discretion to use other formulae when the number of entries is insufficient to warrant a suitable qualifying procedure, e.g. 5-team 20



heat formula, 6-team 30 heat formula. Formulae other than the 4-team 16 heat formula may also be used in qualifying rounds to produce a four team final.

- 13.3 In the event of a withdrawal after a competition draw has been made, or in the case of a club failing to arrive by the stipulated time, the remaining clubs drawn below the missing club shall move up the draw order. However should one or more withdrawals result in an inequitable or unworkable qualifying procedure, the Competitions Manager has the discretion to amend or redraw the competition.
- 13.4 In the event of a draw, the teams concerned shall each nominate one rider from the declared team for that day of competition to represent them in a one race run-off.
- 13.5 The various outdoor Club Championship competitions shall be combined to produce an overall annual Club Champion. Points shall be awarded in each competition on the basis of 25 points to the winner, 20 points for second place, 18 points for third place, 16 points for fourth place, 14 points for fifth place, then reducing by one point per place to 1 point for 16th place. Clubs failing to reach the final shall receive equal points according to their finishing position in the qualifying rounds, e.g. first non-qualifiers in two semi-finals – joint fifth, second non-qualifiers – joint seventh etc.
- 13.6 In the event of two clubs finishing level on overall points after all Club Championship competitions, the following tie-break criteria will apply in order: most first places, most second places, most third places, most fourth places, and if there is still equality, highest placed in the final Championship competition.

## 14 CYCLE SPEEDWAY CUP PLAY OFFS

- 14.1 The BC Cycle Speedway Commission shall determine the format and eligibility of the competition.
- 14.2 In the event of a draw, the result must be decided by the following method: The first three heats shall be re-run and if the match is still drawn, the races shall be run again and again until a decision is reached. Prior to the first heat the two captains shall toss for starting positions; the positions shall be reversed if it is

necessary for the three heats to be run a second time. If a third set of races is required the starting positions will be determined by the toss of a coin, which will be reversed in the fourth set of three races. In each set of three races teams may use each reserve once only.

## 15 RIDER GRADING

All riders will be graded for participation within the British Club Championships and British Knockout Cup.

- 15.1 Non-graded riders:
- Those who have been registered to their existing clubs for 8 or more continuous years.
  - Those who have only ever been registered to one club.
  - Youth riders.
  - Over 40s/50s/60s.
  - Any other rider not meeting the conditions of 13.2.
- 15.2 Graded riders:
- Senior Men National Team appearance in the current or previous season.
  - Qualified for the Open individual final of the most recent NGB, ICSF European or ICSF World Championship.
- 15.3 Where a rider qualifies for both graded and non-graded status, the non-graded status shall take precedence.
- 15.4 Only two graded riders can be used in any one match for any British Team Championship semi-final or final or the British Open or Junior Club Championships.
- 15.5 Regions may create their own rider grading in addition to the above.

## 16 BRITISH NATIONAL LEAGUES

- 16.1 British Cycling shall organise National League(s) as deemed in the interests of the sport. Such leagues shall be open to all interested member clubs or county associations. The BC Cycle Speedway Commission may apply conditions for admission to these leagues.



## TECHNICAL REGULATIONS

### 17 BRITISH YOUTH AND JUNIOR LEAGUE

- 17.1 British Cycling shall organise a British Youth and Junior League, open to all interested member clubs. The league shall be open to Juniors, Youth A, B, C, D and E category riders. Only, Junior, Youth A, B and C categories are eligible to progress to the national rounds.
- 17.2 Rounds shall be staged using different venues on separate dates with all participating teams being eligible to compete in each round if they wish. There is no limit as to the number of teams and eligible riders who can compete in each round, nor on the numbers of rounds in which they can compete.

#### 17.3 Age Categories

- 17.3.1 Age categories in the British Youth & Junior League are as follows:

CATEGORY	QUALIFICATION	QUALIFICATION FOR 2019
Eligible for regional rounds only		
YOUTH E / UNDER-8	Until 31st December of year in which 8th birthday falls	born in 2011 or later
YOUTH D / UNDER-10	From 1st Jan of year in which 9th birthday falls to 31st December of year in which 10th birthday falls	born in 2009 or 2010
Eligible for both regional and national rounds		
YOUTH C / UNDER-12	From 1st Jan of year in which 11th birthday falls to 31st December of year in which 12th birthday falls	born in 2007 or 2008
YOUTH B / UNDER-14	From 1st Jan of year in which 13th birthday falls to 31st December of year in which 14th birthday falls	born in 2005 or 2006
YOUTH A / UNDER-16 JUNIOR / UNDER-18	From 1st Jan of year in which 15th birthday falls to 31st December of year in which 18th birthday falls	born in 2001, 2002, 2003 or 2004
YOUTH A,B,C & JUNIOR GIRLS / UNDER-12,14,16,18	From 1st January of year in which 11th birthday falls until 31st December of year in which 18th birthday falls	born in 2001, 2002, 2003, 2004, 2005, 2006, 2007 or 2008

- 17.3.2 Riders may only ride in ONE age category at any event. Normally this will be the youngest age group they qualify for but they may ride in an older age group (i.e. if arriving late). Youth C girls may choose to ride in the female only category rather than in Youth C.

#### 17.4 Starting Times

Each regional and national round shall start at a time agreed with the BC Cycle Speedway Commission with the Youth E matches first, followed by Youth D, Youth C, Youth B, Youth A and Junior female matches.

- 17.5 Formulae

Depending on the number of riders for each age category, the official British Junior League formulae will be used - 4, 5, 8, 12, 16, 20, 24 or 28 riders (or if more than 28 a combination of formulae). All matches for each age group should take place simultaneously. All formulae give each rider four races.

- 17.6 Rules

- 17.6.1 Riders should wear an identifiable club shirt and full safety dress (helmets, gloves).
- 17.6.2 For inexperienced riders referees are expected to make the following allowances:-
- 17.6.2.1 No exclusion on starting gates except where clear cheating takes place
- 17.6.2.2 No exclusion for lapping provided no interference with race - rider must complete the full race laps for a point to be awarded
- 17.6.2.3 No exclusion for crossing boundaries or remounting with steps unless any advantage is gained
- 17.6.2.4 Under-8 and Under-10 riders may use machines which do not fully comply with regulations. Starting blocks shall be permitted for Youth E in line with regulation 19.4.
- 17.6.2.5 Under-8 and Under-10 races will be held over three laps only





## 17.7 Team Points

17.7.1 In the Regional Rounds All individual scores across the Junior, Youth A, Youth B and Youth C age categories count towards the team total. League points are awarded in respect of team points with the highest scoring team getting league points to the value of the number of teams competing. The remaining teams get points in order with the lowest scoring team receiving one league point. The league points are added together over all the rounds with the winner being the team with the highest points total overall.

17.7.2 In the national rounds all individual scores across the Junior, Youth A, Youth B and Youth C age categories of riders count towards the team total. League points are awarded in respect of team points with the highest scoring team getting 8 league points. The remaining teams get points in order with the lowest scoring team receiving one league point. The league points are added together over all the rounds with the winner being the team with the highest points total overall.

## 17.8 Individual Grand Prix Series

17.8.1 Immediately after each age category the top 16 scorers in that age category will contest A-D Finals. Places in the A-D finals will be decided as follows:-

- points scored in the current British Junior League match, or if level
- current Grand Prix Series points, or if level
- points scored in the British Junior League that year to date, or if level
- points scored in the British Junior League the previous year, or if level
- toss of coin or draw of lots

17.8.2 Starting positions for each final will be drawn.

## 17.8.3 Grand Prix Points

Final	1st	2nd	3rd	4th
A	25	20	18	16
B	14	13	12	11
C	9	8	7	6
D	4	3	2	1

The overall series winner for each age category will be the rider with the highest number of Grand Prix Points accumulated over the National Series. In instances where a rider is unable to compete in the final of any round, he shall be awarded the GP points of the fourth place in the final he should have ridden. This shall not apply to riders who are match banned during that day of racing. In such cases the points allocated will be discarded and not awarded to the next placed rider in the final.

## 17.9 Regional & National Rounds

17.9.1 The top two teams on league points from each region after the four rounds will be invited to compete in the four national rounds. This is not compulsory. Points scored in the regional round will not be carried forward and the national rounds will be scored separately.

17.9.2 Any Junior, Youth A, Youth B and Youth C rider who has competed in two regional rounds, or one round for riders who had not participated in the previous year's competition, may compete in the national Grand Prix series rounds.

## 18 INTERNATIONAL CHAMPIONSHIPS

### 18.1 Overseas Tours

The National Team Manager(s) shall be appointed by the Commission. The Commission shall rule on the selection method of team representation.

## 19 SPONSORSHIP

19.1 All sponsorships shall be conducted in accordance with General Technical Regulation 9.



## TECHNICAL REGULATIONS

### 20 MISCELLANEOUS

- 20.1 A maximum interval (of 10 minutes) shall be granted at the halfway point of a match unless the referee decides otherwise.
- 20.2 Any official fixture not completed owing to weather conditions or other unavoidable circumstances, shall be null and void and shall be re-run, excepting that, if at the time of the abandonment of an official fixture the score was such that if the fixture had run the full number of heats, and that the result could not have been altered, such a fixture shall be considered complete.
- 20.3 Under normal circumstances, no changes will be made to the official league fixture list after it has been published but where a club may wish to make a change due to unforeseen circumstances, a written request must be made at least four weeks before the scheduled date of the fixture. If the reasons given are satisfactory, and the other club involved is agreeable, an alternative date may be arranged.
- 20.4 For events exclusively featuring young riders, eg. under-8s, under-10s, rules may be relaxed, eg. races to be held over three laps, riders moving at the start without exclusion, with prior agreement of all competing parties present at the event. No outside assistance shall be given to any rider of any age. However starting blocks are permitted for under 8s.
- 20.5 No betting of any kind shall be allowed at the track or in conjunction with the track and any rider or official found to be connected with such betting shall be liable to permanent suspension.
- 20.6 Invitations from member clubs to other riders for open events should always be approved by the riders' clubs.
- 20.7 The BC Cycle Speedway Commission will invite clubs to stage events on their behalf. Any terms or conditions appertaining to the staging of any event will be clearly laid out in the invitations. Acceptance of the invitation would signify agreement to said terms and conditions, which can not be changed after acceptance of the invitation.
- 20.8 Other leagues may amend and approve a set of additional rules, such as may be deemed necessary for the implementation of regional &

local competitions. Such additional rules should not contravene BC Technical Regulations and Bye Laws. A copy of such rules should be forwarded to the Federation.

- 20.9 The drinking of alcohol and smoking shall be forbidden in the pit area and within the track perimeter.
- 20.10 National and International Competitions toilets must be booked for use at the venue which cater separately for both genders. These shall be both clean and in an acceptable working condition.

### 21 INDOOR AND TEMPORARY TRACKS

The preceding rules shall apply at racing held at indoor and temporary tracks with the following exceptions:

- 21.1 The match referee or appointed Safety Officer shall perform a risk assessment of the track and associated facility prior to the commencement of the match.
- 21.2 Alternative starting methods may be used provided that all officials and riders are made aware of these methods prior to the start or racing.
- 21.3 A continuous, clearly defined finishing line shall be present for the full width of the track. All other markings shall be at the discretion of the promoters in liaison with managers of the venues.
- 21.4 Lanes may be marked out from the start line towards the first bend. All officials and riders are to be made aware that failure to keep within their particular lane when leaving the start will result in an exclusion for the offending rider(s).
- 21.5 The inner boundary shall be clearly defined and shall provide sufficient deterrent to riders from entering the centre area without presenting a safety hazard. An outer boundary need not be marked if natural or temporary barriers already exist.
- 21.6 The inner perimeter shall not exceed 90 metres but there shall be no minimum length.
- 21.7 The width of the track shall be a minimum of 2.8m but there shall be no maximum width.



- |       |   |
|-------|---|
| 21.8  | Safety barriers shall be provided to protect spectators from the extremities of the racing circuit.   |
| 21.9  | Any obstruction within one metre of the extremities of the racing circuit shall be suitably protected in the interests of safety.   |
| 21.10 | Riders are also recommended to wear arm pads and knee pads.   |
| 21.11 | Additional restrictions, such as covering wheel nuts with plastic caps, may be imposed by promoters after consultation with the managers of the venues. Any such additional restrictions must be conveyed to the riders in advance of the meetings. |
| 21.12 | The application of any substance on tyres at any indoor event shall be banned.  |
| 21.13 | Any rider considered by the referee to be using excessive bodily contact which is not commensurate with the racing and safety conditions of the circuit shall be excluded.  |



## TECHNICAL REGULATIONS

### APPENDIX 1:

#### SCALE OF PENALTIES AND FINES

##### All Competitions

- Riders receiving a match ban under regulation 9.1, 9.2 or 9.7 shall also receive a fine of £20
- Individuals receiving a yellow card under regulation 9.6 shall also receive a fine of £10, unless they subsequently receive a match ban in the same match, in

which case the higher penalty only shall apply, and the two will not be aggregated.

- Teams that withdraw / walkout of any fixtures from Regional Level upwards will automatically receive a fine of £25.

##### British Individual Championships

- Not fulfilling obligation to compete - £20 fine
- Late arrival - £10

These standard fines will apply in senior, veterans and junior championships. No financial penalties will be imposed upon riders competing in under-16, under-14 and under-12 championships.

The only justifiable reasons for non-attendance will be bereavement of a close family member or a doctor's certificate.

##### British Club Championships and Cycle Speedway Cup Play Offs

- Withdrawing from fixture more than 7 days before date of scheduled fixture – fine of £25
- Withdrawing from fixture less than 7 days before date of scheduled fixture – fine of £50 with half going to their opponents to compensate for the loss of the fixture.

##### Regional Leagues

- Teams that fail to honour a Regional League fixture should have the points available for a win deducted, plus have to rearrange and race the meeting at a later date.

Payments: All payments must be made to British Cycling within fourteen days of the event. A rider, official or club failing to meet this deadline shall be suspended from all activities until the fine is paid.

**Note:** For international events run within Great Britain, British Championships, British National Leagues and other similar levels of competition, BCHQ will be responsible for the collection and retention of fines. For all other 'lower' categories of match, the governing region in the case of regional competitions and promoting clubs in the case of local events shall be responsible for the collection and retention of fines.



## APPENDIX 2:

### RACING FORMULAE

**18 Heat** (Official Federation Formula) – Team Event (8 man team)

Heat	Home	Away	Heat	Home	Away
1	1 & 2	1 & 2	10	6 & 8	4 & 8
2	3 & 4	3 & 4	11	3 & 4	5 & 6
3	5 & 6	5 & 6	12	1 & 2	3 & 4
4	1 & 7	1 & 7	13	5 & 6	1 & 2
5	2 & 8	2 & 8	14	4 & 7	5 & 8
6	5 & 6	3 & 4	15	3 & 8	6 & 7
7	1 & 2	5 & 6	16	2 & 5	1 & 4
8	3 & 4	1 & 2	17	1 & 4	3 & 6
9	5 & 7	3 & 7	18	3 & 6	2 & 5

Nos.7 and 8 will be reserve riders and shall be permitted only two replacement rides each in addition to their three allocated rides, providing all other conditions concerning replacement rides are strictly adhered to.

**13 Heat** (League Combination Formula) – Team Event (8 man team)

Heat	Home	Away	Heat	Home	Away
1	1 & 2	1 & 2	8	2 & 5	3 & 4
2	3 & 4	3 & 4	9	3 & 4	5 & 6
3	5 & 6	5 & 6	10	5 & 6	1 & 2
4	1 & 3	1 & 2	11	1 & 2	3 & 4
5	5 & 6	3 & 4	12	4 & 6	5 & 6
6	1 & 2	5 & 6	13	Nominated riders	
7	3 & 4	1 & 2			

No 7 shall be a reserve riders and shall be permitted a maximum number of four replacement rides.

**20 Heat** (Official Federation Formula) – Individual Event (16 competitors)

Heat	Grid 1	Grid2	Grid 3	Grid 4	Heat	Grid 1	Grid 2	Grid 3	Grid 4
1	1	2	3	4	11	9	3	8	14
2	5	7	6	8	12	7	4	10	13
3	10	12	9	11	13	7	14	1	12
4	13	14	15	16	14	8	11	13	2
5	13	1	5	9	15	3	16	5	10
6	14	10	2	6	16	15	4	6	9
7	11	15	7	3	17	15	10	8	1
8	16	8	4	12	18	2	9	16	7
9	16	6	11	1	19	6	13	12	3
10	12	5	2	15	20	4	11	14	5



## TECHNICAL REGULATIONS

**16 Heat** (Official Federation Formula) – Four a side event.

Heat	Grid 1	Grid2	Grid 3	Grid 4	Heat	Grid 1	Grid 2	Grid 3	Grid 4
1	D1	A1	B1	C1	9	C4	B3	D2	A1
2	D2	A2	B2	C2	10	C3	B4	D1	A2
3	D3	A3	B3	C3	11	C2	B1	D4	A3
4	D4	A4	B4	C4	12	C1	B2	D3	A4
5	B2	C3	A1	D4	13	A1	D3	C2	B4
6	B1	C4	A2	D3	14	A2	D4	C1	B3
7	B4	C1	A3	D2	15	A3	D1	C4	B2
8	B3	C2	A4	D1	16	A4	D2	C3	B1

No 5 shall be a reserve rider and shall be permitted a maximum of four replacement rides providing all other conditions concerning replacement rides are strictly adhered to.



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# TECHNICAL REGULATIONS



## MANAGEMENT

### 1 CYCLO-CROSS COMMISSION

1.1 The composition of the Cyclo-Cross Commission shall be determined in accordance with the Articles of Association and Bye-Laws of the Federation.

1.2 The Cyclo-Cross Commission may co-opt additional members as necessary.

### 2 AREA ORGANISATION

2.1 An Area shall consist of all Federation affiliates registered within that Area and individual members residing in that area.

2.2 Each Area shall ensure that dates for the following season are fixed before 30 April and submit details of events on the official event registration form to BC headquarters before 15 May.

2.3 At properly constituted meetings, Areas shall have the power to submit proposals to the Cyclo-Cross Commission at any time.

### 3 ANNUAL CONFERENCE

3.1 An Annual Conference shall be held in February or March of each year. The format of the Conference and regional representation thereto shall be determined by the Cyclo-Cross Commission.

3.2 Not less than twenty-eight days notice of an Annual Conference shall be given to each Area.

3.3 All National and Area Officials and Conference delegates shall be members of the Federation.

## EVENT ORGANISATION

### 4 EVENT PROMOTION

4.1 All cyclo-cross events shall be run under the regulations of the Federation in accordance with the law of the land relating to road travel, and, when applicable, the provisions of the Cycle Racing on Highways Regulations 1960 (Statutory Instrument No. 250 of 1960), the Amendment of 1980 (Statutory Instrument No. 1185), the Amendment of 1988 (Statutory Instrument No. 215) [the Regulations] and the Amendment of 1995 (Statutory Instrument No. 3241 of 1995). When the route for an event takes in part of the public highway, the official police notification form must be completed by the promoter and forwarded to the appropriate Chief Constable(s) at least 28 days prior to the event. If the course enters more than one police area, a form must be sent to the Chief Constable of each area.

4.2 Whether the course runs over public or private land, permission for use shall be obtained.

4.3 The organiser of an event shall be a member of the Federation and must be 18 years of age or over.

4.4 Prior approval for events shall be obtained from the Area or the Federation where no Area administration exists.

4.5 A body or association wishing to promote a cyclo-cross event in which competitors would be confined to members of the promoting organisation may do so by affiliating to the Federation and abiding by the regulations. Such events shall be limited to two events per season per organisation.

### 5 ELIGIBILITY OF COMPETITORS

5.1 Events are open to:-

5.1.1 members of the Federation, as defined by the Bye-Laws.

5.1.2 those in the under 12 and youth age groups.

5.1.3 holders of a licence issued by any foreign country recognised by the UCI (in events where such licence holders are eligible).





- 5.2 Members of the Federation not in the under 12 or Youth categories who wish to compete in cyclo-cross events should be in possession of a valid membership card, which must be presented when signing on for any Federation event.
- 5.3 Any competitor not in the under 12 or Youth categories and not under suspension and who is not in possession of a valid membership card may compete in a Federation cyclo-cross event on payment of an Event Surcharge as defined in regulation 8.2, and subject to the provision of regulation 5.4.
- 5.4 Entrants to National Championships, National Trophy events, Regional Championships, Inter Area Team Championships and international events (excluding foreign riders) must be members of the Federation. The event surcharge option is not applicable to these events.
- 5.5 Entrants to National Championships and National Trophy Races must be in possession of a valid full racing licence.
- 5.6 All members shall compete in the name of their first name club, racing team or trade team or as individual members except for Area and National Team representation. Competitors who are regular members of HM Forces are also permitted, when chosen by their parent service or by the Combined Service Cycling Association, to represent those service organisations which are affiliated to the Federation.
- 5.7 All competitors excepting those under 16 years of age shall wear their club, racing team or trade team colours unless required to wear the national or area colours, National Championship jersey, or, in National Trophy events, the series leader's jersey.
- 5.8 For the purpose of team awards and team classification, six weeks must elapse before a competitor changing clubs or teams can qualify as a counting member of his/her new club or team.

- 5.9 The following age categories and sub-categories may be recognised in Federation cyclo-cross events:

Under 12	Up to 31st August in the year of 12th birthday
Youth	from 1st September in the year of 12th birthday to 31st August in the year of 16th birthday
Youth - U14	from 1st September in the year of 12th birthday to 31st August in the year of 14th birthday
Junior	from 1st September in the year of 16th birthday to 31st August in the year of 18th birthday
Senior	from 1st September in the year of 18th birthday
Under-23	from 1st September in the year of 18th birthday to 31st August in the year of 22th birthday
Veteran	from 1st September in the year of 40th birthday
Vet 40	from 1st September in the year of 40th birthday to 31st August in the year of 45th birthday
Vet 45	from 1st September in the year of 45th birthday to 31st August in the year of 50th birthday
Vet 50	from 1st September in the year of 50th birthday to 31st August in the year of 55th birthday
Vet 55	from 1st September in the year of 55th birthday to 31st August in the year of 60th birthday
Vet 60	from 1st September in the year of 60th birthday to 31st August in the year of 65th birthday
Vet 65	from 1st September in the year of 65th birthday to 31st August in the year of 70th birthday
Vet 70+	from 1st September in the year of 70th birthday

- 5.10 Under 12s shall compete only amongst themselves. Event organisers may choose to sub-divide the Under 12 category into separate races or starts for different age groups (e.g. U10s, U8s etc). Where such races are held, riders may only compete in the youngest age group to which they are eligible.
- 5.11 Youth riders shall not compete against any categories other than themselves and women, except that: where the Chief Commissaire considers there to be insufficient entries to justify a separate race, races for youth riders may be held in conjunction with the event for the next highest age category, provided that the race durations outlined in regulation 12.1 are respected.



## TECHNICAL REGULATIONS

### 6 EVENT AND RACE CATEGORISATION

6.1 Events shall be categorised as follows:

Category A	Where the promotion meets the minimum standards defined in para 6.3 below
Category B	All other regional league events and designated non-league events
Category C	Evening series and other non-league events

6.2 All events shall meet the following minimum standards:

6.2.1 Visible and unambiguous course marking.

6.2.2 Toilet facilities.

6.2.3 Publication of full results.

6.2.4 Compliance with all appropriate regulations.

6.3 Events shall be awarded category A status if the event promotion meets the following minimum requirements:

6.3.1 Minimum standards listed under 6.2.

6.3.2 Covered changing accommodation.

6.3.3 Hot showers.

6.3.4 Race commentary and public address system

6.3.5 Refreshment and general spectator facilities.

6.3.6 Course fully protected by tape, fencing or barriers.

6.3.7 Pre-published Event Technical Guide (printed or digital), incorporating minimum prize list.

6.3.8 Podium or formal prize presentation

6.3.9 Provision of an appropriate facility for drug testing services.

6.3.10 An adequate water supply for jet wash facilities.

6.4 Where it is intended that a course is to be used for a category A event, the course must be examined and passed by a delegate appointed by the Cyclo-Cross Commission, whose expenses be paid by the organiser.

6.5 Authorisation for category A events shall be obtained from the Cyclo-Cross Commission under the procedures outlined in regulation 7.1.3.

6.6 Authorisation for category B and C events shall be obtained from the Area, to whom application shall be made by 1st April in respect of events proposed for the following season.

### 6.7 Go Cross Races

Events may include races run under the Go Cross banner. Go Cross status may be awarded if one or more of the following criteria are met:

6.7.1 Introductory race aimed at novice adult riders.

6.7.2 Handicap race or other non-standard race format, e.g. Madison.

6.7.3 Charity or fun/fancy dress race.

6.8 Authorisation for Go-Cross races shall be obtained from BCHQ at least six weeks prior to the date of the event.

6.9 Promoters may restrict events to competitors who enter in advance. Such events shall be marked in the handbook with an asterisk, and entries shall close 21 days before the date of the event, unless a non-standard closing date is indicated. No additions shall be made to the entry list after the closing date.

6.10 No competitor who has entered an event in writing shall compete in another event on the same day unless it is possible to start and complete both events, or unless the competitor has withdrawn from the event in writing by the published closing date. Failure to comply with this regulation shall result in a loss of any league points, ranking points and prize money gained in the event ridden.



## 7 MAJOR EVENTS

### 7.1 Authorisation of Major Events

- 7.1.1 The Cyclo-Cross Commission shall authorise the promotion of the following major events each season:
- 7.1.1.1 National Championships
- 7.1.1.2 Rounds of the National Trophy Series
- 7.1.1.3 Regional Championships
- 7.1.1.4 Any event seeking representation on the UCI calendar.
- 7.1.2 In addition, the Cyclo-Cross Commission shall authorise the promotion of category A events under the provision of regulation 6.5.
- 7.1.3 An organisation wishing to promote an event under the provisions of regulations 7.1.1 and 7.1.2 shall obtain an application form from BC Headquarters. This must be completed and returned by 1st December of the preceding season. As a minimum, Applicants must demonstrate their ability to meet the provisions of regulation 6.3.

### 7.2 National Championships

- 7.2.1 Each season the Federation shall authorise the conducting of a National Championship for each of the following categories:
- Senior men  
Senior women  
Under 23 men  
Under 23 women  
Junior men  
Junior women  
Youth Under 16 men  
Youth Under 16 women  
Youth Under 14 men  
Youth Under 14 women  
Veteran men (40-49)  
Veteran women (40-49)  
Veteran men (50-59)  
Veteran women (50-59)  
Veteran men (60+)  
Veteran women (60+)
- 7.2.2 At the discretion of the Federation, certain championship categories may be contested within a single race.

- 7.2.3 The winner of each category as defined in regulation 7.2.1 shall be awarded a national championship jersey.
- 7.2.4 The Federation shall award gold, silver and bronze medals to the first three finishers in each category as defined in regulation 7.2.1, with the exception of the veteran categories, which are covered by the provisions of 7.2.5 below.
- 7.2.5 The veteran championship races shall additionally be organised as classified events, with gold, silver and bronze medals awarded in each classification as follows: Vet 40, Vet 45, Vet 50, Vet 55, Vet 60, Vet 65, Vet 70+.
- 7.2.6 Regulations 7.2.3, 7.2.4 and 7.2.5 above shall be subject to the provisions of general technical regulation 17.8.2.
- 7.2.7 The Federation shall provide a set of three medals for the first team in each championship, provided that at least three teams have entered. The team championship shall be awarded to the team whose best three finishing positions, when added together, are the lowest aggregate total. In the case of a tie, the team with the best placed third competitor shall be the winner.
- 7.2.8 Entries for all National Championships must be in the official entry format.
- 7.2.9 Qualifying standards for each National Championship shall be:
- 7.2.9.1 the first 3 finishers in each regional Championship of the relevant category in the current season.
- 7.2.9.2 the first 20 finishers in each National Trophy series event of the relevant category in the current season.
- 7.2.9.3 the first 20 finishers in the previous season's National Championship of the relevant category, provided they remain eligible.
- 7.2.9.4 the first 20 finishers in the previous season's National Championship of the next youngest age category, provided they are now eligible.
- 7.2.9.5 Selection of further entries based on ability. The ranking points of the relevant category on 1st December of the same season shall be the primary index.



## TECHNICAL REGULATIONS



- 7.2.10 The Cyclo-Cross Commission shall determine whether a maximum field size shall be applied to each Championship.

### 7.3 Regional Championships

- 7.3.1 English Regional Championships may be organised for each BC region. Two or more adjacent regions may hold joint championships.
- 7.3.2 English Regional Championships shall be open to:
- 7.3.2.1 British Cycling Members who reside within the boundaries of the relevant Region.
- 7.3.2.2 Full time students or members of the armed forces who by necessity are required to live away from the Region of their normal residence.
- 7.3.3 The Welsh Regional Championships shall be open to competitors who:
- 7.3.3.1 were born in Wales, OR
- 7.3.3.2 are the son or daughter of a person born in Wales, OR
- 7.3.3.3 have had their main place of residence continuously in Wales for at least five years prior to the first day of January in the year in which they wish to compete, OR
- 7.3.3.4 are first claim members of clubs, racing teams and trade teams affiliated to the Welsh Cycling Union and have been so for a period of not less than three months immediately prior to the event.
- 7.3.4 Regional championships may be held for any category recognised under 7.2.1 above, subject to the provisions of general technical regulation 18.7. Categories may be grouped together in combined races at the discretion of the region and organiser.
- 7.3.5 Gold, silver and bronze medals shall be awarded in each category, subject to the provisions of general technical regulation 18.7.

## 8 Race Fees

- 8.1 Entry fees for all riders not in the under 12 or youth categories shall include a national levy of £3.00, except for youth categories where the levy is £1.50, and in Go-Cross races, where the levy is £1.50 for all categories. In all events, there shall be no levy for under 12s. Areas are also empowered to raise additional Area or league levies.
- 8.2 In addition, all riders as defined in regulation 5.3 other than in Go-Cross races, shall pay an event surcharge of £3.00.
- 8.3 All levies should be sent to the Area Treasurer, together with the signing-on sheets, within 14 days of the event. The Area Treasurer will forward the national levy and insurance levies to BCF Headquarters monthly.
- 8.4 In addition to levies, £2 of the £3 event surcharge for every competitor not in the under 12 or youth categories shall be sent to the Area Treasurer, who shall forward this to BCF Headquarters. The remaining £1 of the event surcharge shall be retained by the club.

## REGULATIONS OF COMPETITION

### 9 COURSES

- 9.1 The course shall form a closed circuit of a minimum length of 2.5 km and a maximum length of 3.5 km, of which at least 90% shall be rideable. In category A and B events the minimum width of the course shall be 3 metres. In lower category races, where this cannot be achieved for the entire course, the minimum width shall be 2 metres. In all races the course shall incorporate a racing line sufficiently broad to allow safe overtaking.
- 9.2 The course shall include roads, country and forest paths and meadowland alternating in such a way as to ensure changes in the pace of the race and allowing riders to recuperate after difficult sections.
- 9.3 Over its full length the course shall be well marked and protected, and controlled by marshals as required. The use of harmful elements such as wires (barbed or not) and metal poles shall be forbidden. Moreover, the course shall not approach any object that could constitute a danger to riders.



- 9.4 The start line shall be clearly indicated. The starting section shall be gridded so that riders may safely progress onto the main circuit. The first narrowing or obstacle after the starting section may not be abrupt but shall allow the riders to pass easily. The first bend shall be less than a right angle turn.
- 9.5 The start and finish shall be free of obstacles. The course may included no more than six man-made obstacles. Obstacle shall mean any part of the course which is likely to require riders to dismount. The length of an obstacle may not exceed 80 metres and the height may not exceed 40 cm. The total length of obstacles may not exceed 10% of the course.
- 9.6 Where planks are used, the obstacle must consist of two planks placed 4 to 6 metres apart. Planks must be solid for their entire height, not made of metal and shall stretch the full width of the course. The maximum height shall be 40 cm; in Category A events only a single section of planks is permitted.
- 9.7 Steps may not be placed on downhill stretches.
- 9.8 Courses shall not be directed through water where an alternative route avoiding it can be found.
- 9.9 The finish area shall have sufficient depth to allow riders to pull up safely after contesting a sprint finish.
- 9.10 Care should be taken in the design of courses for youth races, where the circuit length may be reduced with excessively severe sections excluded.
- 9.11 Under 12s races**
- 9.11.1 Races for under 12 year olds shall be promoted on a simple course at each cyclo-cross meeting. A maximum entry fee of £5 may be charged. The course laid out for under 12s should emphasise the need to develop riding skills and should aim to provide fun and encouragement to young riders. In particular care should be taken to avoid the need for strenuous physical effort.
- 9.11.2 Promoters of category A events not wishing to promote such a race may request dispensation from the Cyclo-Cross Commission.

## 10 EQUIPMENT PITS

- 10.1 The equipment pit is that part of the circuit where riders can change wheels or bicycles, or receive mechanical assistance. Servicing and the changing of bicycles will only be allowed in these pits. In races for Under 12s no exchange of equipment is allowed.
- 10.2 The provision of equipment pits is obligatory in all races except those for under 12s, those promoted under the Go-Cross category or as "One Bike" events. In these races equipment pits will not be provided. Where a One Bike category forms part of a wider event, competitors in that category may not use the equipment pits or enter the pit lane.
- 10.3 In category C races a minimum of one and a maximum of two pit areas shall be provided. In category B races and above two single pits, or one double pit as defined in regulation 10.5, shall be provided. Equipment pits shall be judiciously located adjacent to the course, in places where speeds are not high, but not on stony or downhill stretches. They shall be free of artificial obstacles. In category B events and above the race lane and the pit lane shall be separated and distinctly marked out by tape or barriers.
- 10.4 Movement is permitted between pit areas, but at no time must a pit attendant obstruct riders while changing pit areas.
- 10.5 If, during each lap, riders pass two points sufficiently close to each other, just one pit – known as a double pit – may be set up at that point, provided that it meets the conditions set forth in article 10.3.
- 10.6 Pits shall be straight and in clearly defined areas. They should be signposted and precisely marked by yellow flags located at the beginning and the end of the separation between the race and pit lanes.
- 10.7 Any rider passing the yellow flag marking the exit of the pit area must continue on the course until reaching the next pit area.
- 10.8 At the side of the pit area a zone at least 2 metres deep shall be set aside for riders' assistants and their equipment.



## TECHNICAL REGULATIONS

- 10.9 A rider may only take the pit lane with the intention of changing a bicycle or wheel, or receiving mechanical assistance. Access shall be provided for riders' assistants only on one side of the pit lane.

### 11 CONDUCT OF COMPETITORS

- 11.1 Where practicable, thirty minutes should be allowed before the start of events (other than those for under 12s) for on-course inspection and training by the respective riders.
- 11.2 Riders may be called up to the start line in an order determined by the relevant rankings or series standings. Riders who miss their call up may be relegated to the rear of the starting grid.
- 11.3 All races shall be started by an audible signal from a point not visible to competitors. No indication shall be given to competitors of the passing of seconds immediately before the start.
- 11.4 Riders found to be causing false starts shall be penalised at the discretion of the Commissaire. The method of stopping a false start shall be defined by the start official during any pre-race instructions.
- 11.5 Riders shall start with the front wheel behind the line and with at least one foot on the ground.
- 11.6 Riders shall not receive assistance at the start, or during the event, other than under the provisions of regulation 10. The handing up of refreshment is forbidden.
- 11.7 Any rider deliberately leaving the course shall be deemed to have retired from the event.
- 11.8 No competitor shall cover any part of the course without his machine.
- 11.9 When being lapped or overtaken by a faster rider from another category, the rider being overtaken should be prepared to surrender the racing line.
- 11.10 All competitors, whilst training or racing on the course, shall wear properly shall wear properly affixed protective headgear which must be of a hard/soft shell construction. The responsibility

for ensuring that the protective headgear is of a standard sufficient to provide adequate protection in the case of an accident whilst training or racing on the course shall lie solely with the competitor. NB: advice on helmet standards may be found in the note appended to BCF general technical regulation 8.6.

- 11.9 No member of the Federation other than those competing or officiating shall be permitted to ride on a course whilst a race is in progress.
- 11.10 The first three riders wherever practicable shall receive their awards directly after the event has finished and adjacent to the finishing area.

### 12 DURATION OF RACES

- 12.1 Races shall last as close as possible to:
- 60 minutes for seniors when riding alone or with other categories.
  - 50 minutes for under 23 men when riding alone.
  - 40 minutes for juniors, veterans and women when riding alone or amongst themselves.
  - 30 minutes for youth, and for novice women where appropriate.
  - 10-15 minutes for under 12s.
- 12.2 The number of laps to go is determined by the time of the first competitor who has ridden two full laps. Beginning with the third lap, the number of laps to go shall be shown on a board at the finish line. The last lap is signalled by the ringing of a bell.

### 13 EQUIPMENT

- 13.1 Other than under the provisions of 13.2, races shall be open to any type of bike without restriction, with the exception that all non-standard wheels must meet UCI regulations.
- 13.2 National Championship and National Trophy races are restricted to cyclo-cross bicycles only, as defined by the regulations of the UCI.



## 14 PRIZE MONEY

- 14.1 Prize values to a minimum of 75% of the net entry fees taken from youth riders should be given in youth events.
- 14.2 Any prize due must be collected within 14 days, and the responsibility for such collection shall lie solely with the competitor.

## 15 MISCELLANEOUS

- 15.1 Organisers who wish to promote events which diverge in any way from regulations 9-14 shall apply in writing for dispensation from the Cyclo-Cross Commission at least three months before the scheduled date of the event.
- 15.2 Should foot and mouth disease, or similar infection, break out in the locality of a course, the event shall be cancelled unless an alternative course is readily available, and the conditions within the regulations are complied with.

## 16 OFFICIALS

### 16.1 Commissaires

- 16.1.1 The commissaire shall be the Senior Official at an event, and there must be a minimum of two identifiable commissaries at every event.
- 16.1.2 The commissaire shall be a person suitable for the position based on his own experience, knowledge and/or other recognised qualifications in respect of cyclo-cross. The duties of the officials may be combined if this can be done without loss of efficiency.
- 16.1.3 An Area shall appoint a commissaire to every event in the Area and receive a report from him about the event, except in the case of category A events where the commissaire is appointed by and reports to the Cyclo-Cross Commission.
- 16.1.4 The duties of a commissaire are:
- 16.1.4.1 To inspect/comment on the suitability and safety of the intended course, and have the power to carry out any necessary alterations to comply with same.

- 16.1.4.2 To deal with all questions relating to the conduct and result of the event, with due consultation with the other officials and organiser if necessary.
- 16.1.4.3 To ensure that courses for youth races are acceptable for 12 year olds, and that all competitors finish within 40 minutes.
- 16.1.4.4 To decide and rule on all protests from any member in relation to the said event.
- 16.1.4.5 To decide and rule on any action against a member in the said event, whether or not a protest has been lodged.
- 16.1.4.6 To advise and ensure that all Federation regulations are enforced during the event of which he is commissaire.
- 16.1.4.7 To accept all protests in writing up to 30 minutes after the result has been declared.
- 16.1.4.8 To instruct riders of any special race regulations.
- 16.2 The finishing position of riders in an event shall be decided by the Chief Judge only, and will be final.
- 16.3 Equipment pit areas shall be supervised by at least one competent official responsible to the Chief Commissaire.
- 16.4 The event organiser shall be responsible for the provision of suitable medical cover, in accordance with British Cycling's Medical Guidance Document.
- ### 16.5 Communications
- 16.5.1 For all events measures must be made to ensure adequate communication of incidents.
- 16.5.2 Designated course marshals and key officials shall be equipped with yellow and red flags and a whistle in order to signal the passage of riders and to indicate race incidents.
- 16.5.3 Each marshal shall signal the arrival of riders with a short blast on a whistle.
- 16.5.4 In official training and competition marshals shall wave a yellow flag to indicate a potential hazard on the course. Riders observing a yellow flag must reduce speed and proceed with caution.



## TECHNICAL REGULATIONS



- 16.5.5 On the instructions of the Chief Commissaire, marshals shall wave a red flag to indicate a serious incident on the course which warrants the stopping of the race. Riders observing a red flag must stop immediately and await instructions from race officials.

### 17 DISCIPLINE

- 17.1 These Technical Regulations incorporate the Federation's Disciplinary Rules, which apply to and bind any individual who participates in any event held in accordance with these Regulations. Any breaches of these Technical Regulations, excluding those relating to Anti-Doping, shall be dealt with in accordance with the Disciplinary Rules.

### 18 BANNED SUBSTANCES AND METHODS

- 18.1 The Anti-Doping Regulations of the British Cycling Federation apply to all competitors in cyclo- cross events held under these regulations.

## APPENDIX: NATIONAL CYCLO-CROSS RANKINGS

1. Rankings are produced for both male and female riders in the following categories: senior open, veteran 40-49, veteran 50-59, veteran 60+, junior, youth under-14, youth under-16.

2. All rankings start from zero at the beginning of the cyclo-cross season.

3. Qualifying events are those which take place between 1 September and the end of February.

4. The senior open rankings include any junior or veteran rider who gains overall points in races open to seniors.

5. The youth, junior and veteran rankings are all discrete categories.

6. Events run on a handicap basis do not qualify for ranking points.

7. Only British Cycling full racing licence holders will qualify for points, but if non-qualifying riders finish in points scoring positions the schedule will not be adjusted as a result.

The points allocations for all categories are as follows:

Place	Points Band 1	Points Band 2	Points Band 3	Points Band 4	Points Band 5	Points Band 6
1	200	100	40	20	6	3
2	160	80	34	16	4	2
3	140	70	30	12	3	1
4	120	60	26	9	2	
5	110	55	23	7	1	
6	100	50	20	5		
7	90	45	18	4		
8	80	40	16	3		
9	70	35	14	2		
10	60	30	12	1		
11	55	27	10			
12	50	24	9			
13	46	22	8			
14	42	20	7			
15	39	18	6			
16	36	16	5			





17	34	14	4			
18	32	13	3			
19	31	12	2			
20	30	11	1			
21	29	10				
22	28	9				
23	27	8				
24	26	7				
25	25	6				
26	24	5				
27	23	4				
28	22	3				
29	21	2				
30	20*	1				

\*and for each subsequent rider classified in the same lap as the winner.

#### Domestic Events (other than National Trophy and National Championships)

**Band 3 (double points) – category A:** (*Regional Championships, other events designated Cat. A status*). If there are less than 20 eligible riders in any category the points scale shall default to Band 4; if there are less than 10 eligible riders in any category the points scale shall default to Band 5; if there are less than 5 eligible riders in any category the points scale shall default to Band 6.

**Band 3 (single points) – category B:** (*Regional league events - unless granted Cat. A status*).

If there are less than 20 eligible riders in any category the points scale shall default to Band 4; if there are less than 10 eligible riders in any category the points scale shall default to Band 5; if there are less than 5 eligible riders in any category the points scale shall default to Band 6.

**Band 4 - category C:** (*Non-league ranking events*). If there are less than 10 eligible riders in any category the points scale shall default to Band 5; if there are less than 5 eligible riders in any category the points scale shall default to Band 6.

**Note:** the above applies to all categories.

#### National Trophy

**Band 2 (single points):** Senior (open).

**Band 3 (double points):** Youth U16, Youth U14, Junior, Veteran 40-49, Veteran 50-59, Veteran 60+.

#### National Championships

**Band 2 (double points):** Senior (open).

**Band 3 (triple points):** Youth U16, Youth U14, Junior, Veteran 40-49, Veteran 50-59, Veteran 60+.

**Note:** The system of defaulting to a lower points scale according to entries will also apply to these National Trophy and Championship events. Where the published scale offers multiple points, the lower scale used will award points at the same multiple rate.

#### International Events

**Band 1 (double points):** Elite & Junior World Championships.

**Band 1 (single points):** Elite & Junior World Cups and Continental Championships; U23 World Championships (points allocated to senior rankings).

**Band 2 (double points):** U23 World Cups and Continental Championship (points allocated to senior rankings).

**Band 2 (single points):** Category 1 UCI race for Elite riders.

**Band 3 (single points):** Other UCI race for Elite. U23 or Junior riders.



## NOTES



NOTES



## British Cycling Anti-Doping rules

All riders have the right to compete in cycling knowing that they, and their competitors, are clean.

British Cycling believes in clean cycling and works in partnership with UK Anti-Doping (UKAD) and the UCI to ensure that the integrity of our sport is protected.

The use of performance enhancing drugs and other doping behaviour severely damages the legitimacy of cycling and undermines the integrity of clean riders.

The fundamental anti-doping principle of strict liability means that a rider is responsible for their conduct, the decisions they make and the results of any tests they undergo regardless of whether or not they intended to cheat.

It is therefore important that all riders conduct themselves within the rules and make informed decisions to ensure they race clean.

### Please note

The anti-doping rules of British Cycling are the UK Anti-Doping rules published by UK Anti-Doping (or its successor), as amended from time to time. Such rules shall take effect and be construed as the rules of British Cycling.

An up to date version of the UK Anti-Doping Rules is available at **[britishcycling.org.uk/antidoping](https://britishcycling.org.uk/antidoping)**



## NOTES



NOTES



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**Please note:** The Disciplinary Rules for Cycle Sport have been extensively revised for 2019 and as such amends have not been shaded.



# DISCIPLINARY RULES FOR CYCLE SPORT

## 1 INTRODUCTION

- 1.1 These Disciplinary Regulations (the 'Regulations') are binding on all Participants and are the means by which British Cycling exercises disciplinary authority in relation to its rules, regulations, bye laws, policies, codes and procedures. The Regulations provide uniform procedures for the resolution of disciplinary issues arising from within the sport of cycling across all regions and all disciplines with the following exceptions.
- (a) Anti-doping violations shall be dealt with under the UK Anti-Doping Rules (as amended from time to time);
  - (b) Disciplinary issues arising from employees of British Cycling acting in their capacity as employees shall be dealt with under the terms and conditions of their contract of employment;
  - (c) Safeguarding, which shall be dealt with under the Protection of Children and Vulnerable Adults Regulations.
- 1.2 References to the singular include the plural and vice versa.
- 1.3 A summary of these Regulations is provided at Appendix 3. If there is an inconsistency between any of the provisions of these Regulations and Appendix 3, the provisions of these Regulations shall prevail.

## 2 INTERPRETATION

- 2.1 In these Disciplinary Rules, the following terms shall have the following meanings:

### **Affiliate**

means a team or club affiliated to British Cycling

### **Appeal Committee**

means a panel of 3 individuals selected from the Disciplinary Panel, appointed to perform that role pursuant to these Regulations;

### **Appeal Fee**

means the sum of £200 that must be sent to British Cycling by a Respondent when they file a Notice of Appeal in accordance with Regulation 11.4 of these Disciplinary Rules;

### **Appellant**

means the relevant Respondent appealing a decision of a Disciplinary Committee in accordance with Regulation 11 of these Disciplinary Rules;

### **Board**

means the board of directors of British Cycling;

### **British Cycling**

means the British Cycling Federation;

### **Bye Laws**

means the bye laws of British Cycling, as amended from time to time;

### **CAS**

means the Court of Arbitration for Sport;

### **Case File**

has the meaning given to that term in Regulation 11.6 of these Disciplinary Rules;

### **Chair**

the Legally Qualified person who is appointed from time to time, pursuant to Regulations 6.9 or 11.9 (as appropriate) to be the Chairperson of the Disciplinary Committee or the Appeal Committee under the Disciplinary Rules;

### **Code of Conduct**

means the Code of Conduct of British Cycling, as amended from time to time;

### **Code of Practice for Sport Coaches**

British Cycling Guidelines for Coaching Cycling, as amended from time to time;

### **Complaint**

a complaint of misconduct or notification of a concern regarding particular circumstances and/or conduct that falls within the jurisdiction of these Regulations;

### **Complainant**

the Participant, club or body from whom a Complaint has been received by the Disciplinary Officer;

### **Contractor**

any person or organisation engaged to supply services to British Cycling in the course of they or their own business undertaking;



## **Cycling Time Trials**

means Cycling Time Trials, the national governing body for cycling road time trials in the UK;

## **Decision**

means the written decision of the Disciplinary Committee or Appeal Committee;

## **Disciplinary Charge**

means the disciplinary proceedings commenced by the Disciplinary Officer following receipt of a Complaint or completion of an Investigation;

## **Disciplinary Clerk**

means the individual appointed to provide impartial advice to the Disciplinary Committee and or the Appeal Committee regarding the Disciplinary Regulations, process and other matters of fact relating to the conduct (explicitly, not content) of a hearing;

## **Disciplinary Committee**

means a panel of 3 individuals selected from the Disciplinary Panel, appointed to perform that role pursuant to these Regulations;

## **Disciplinary Officer**

means the individual approved by the Board to act on behalf of British Cycling in matters arising under these Regulations (or their designee);

## **Disciplinary Panel**

means a number of individuals with the appropriate skills and experience that sit on British Cycling's standing disciplinary panel. To avoid conflicts of interest, members of the Board shall not be permitted to be members of the Disciplinary Panel;

## **Equality Policy**

means the equality policy issued by British Cycling, as amended from time to time;

## **Event**

means a single race, match or competition (or a series of races, matches or competitions) organised, licensed, convened, authorised or recognised by British Cycling or any of its Members, affiliate organisations or Licensees, wherever held;

## **Independent Person**

means a person who is qualified and/or has expertise in the subject matter of the Complaint and who can provide independent advice to the Disciplinary Panel/ Committee;

## **Interested Party**

means any person, Participant, or body that in the sole opinion of the Disciplinary Officer, will or is likely to be affected by the outcome of any Disciplinary Charge under the Regulations;

## **Investigation**

means an investigation conducted by the Disciplinary Officer pursuant to Regulation 3.5;

## **Legally Qualified**

means a qualified solicitor registered with the Solicitors Regulation Authority (SRA), or a barrister called to the Bar of England and Wales;

## **Licensee**

means any individual (whether they be a rider, coach, agent, Race Official or otherwise) who holds a race licence issued by British Cycling;

## **Member**

means an individual (whether they be a rider, coach, Race Official or otherwise) granted Membership of British Cycling;

## **Membership**

means being a Member of British Cycling, granted in accordance with the Bye Laws;

## **Non-Party**

means any person other than the parties (i.e. the Respondent or Disciplinary Officer) to a disciplinary proceedings;

## **Notice of Appeal**

has the meaning given to that term in Regulation 11.4 of these Disciplinary Rules;

## **Notice of Charge**

means the notification of the Disciplinary Charge against the Respondent issued by the Disciplinary Officer;



## DISCIPLINARY RULES FOR CYCLE SPORT



### **Official**

any person acting on behalf of British Cycling in the administration of an Event or acting on behalf of British Cycling in any other manner from time to time, including but not limited to the administration, coaching and organisation of a British Cycling team or any promotional or coaching activity whatsoever;

### **Participant**

any Member, Affiliate, Official, Spectator, Licensee Volunteer or Contractor from time to time participating in an Event or other cycling related activity promoted or administered by British Cycling;

### **Protection of Children and Vulnerable Adults Policy**

means the Policy and Procedures for the Protection of Children and Vulnerable Adults issued by British Cycling, as amended from time to time;

### **Race Official**

means a commissaire, referee or other individual appointed to officiate at an Event;

### **Respondent**

the Participant who is the subject of the Complaint Investigation and/or Notice of Charge under the Regulations;

### **Scottish Cyclists' Union**

means the Scottish Cyclists' Union, the organisation responsible for the administration and control of cycling in Scotland;

### **Spectator**

any person who is admitted on-course at an Event other than as a rider, Official or Volunteer or who is attending an Event as a spectator only;

### **Senior Race Official**

means the most senior Race Official present at an Event (in most circumstances, this will be the chief commissaire) (or their designee);

### **Specified Sanction**

means a sanction specified by the Disciplinary Officer and set out in writing in accordance with Regulation 5.9 of these Disciplinary Rules;

### **Technical Regulations**

means the following technical regulations of British Cycling: (a) Technical Regulations General & For Road, Track & Roller Racing; (b) Mountain Biking Specific Regulations; (c) BMX Specific Regulations; (d) Cycle Speedway Specific Regulations; and (e) Cyclo-Cross Specific Regulations, each as amended from time to time;

### **UCI**

means the Union Cycliste Internationale;

### **UCI Regulation**

means Part 12 of the UCI Regulations – Discipline and Procedures, as amended from time to time;

### **Volunteer**

any person providing assistance or support to British Cycling from time to time otherwise than as an employee or Director and including but not limited to any person providing assistance at an Event;

### **Welsh Cycling Union**

means the Welsh Cycling Union, the organisation responsible for the administration and control of cycling in Wales.

## **3 DISCIPLINARY POWERS**

### **Misconduct**

- 3.1 For the purposes of these Disciplinary Rules, 'Misconduct' means any conduct that is unsporting and/or has the potential to bring the sport of cycling, other Participants, Race Officials or British Cycling into disrepute.
- 3.2 While it is not possible to set out a definitive list of types of conduct that may constitute Misconduct, each of the following types of behaviour, without limitation, is an example of Misconduct:
  - (a) a breach, or multiple breaches of the Technical Regulations which the Disciplinary Officer, in their absolute discretion and for whatever reason considers sufficiently serious to constitute an act of Misconduct (including without limitation the non-payment of levies or fines owed to British Cycling);





- (b) a breach, or multiple breaches of the Bye Laws which the Disciplinary Officer, in their absolute discretion and for whatever reason considers sufficiently serious to constitute an act of Misconduct;
- (c) a breach, or multiple breaches of the Code of Conduct which the Disciplinary Officer, in their absolute discretion and for whatever reason considers sufficiently serious to constitute an act of Misconduct;
- (d) a breach, or multiple breaches of the Code of Practice for Sport Coaches which the Disciplinary Officer, in their absolute discretion and for whatever reason considers sufficiently serious to constitute an act of Misconduct;
- (e) serious or repeated disobedience of the reasonable directions of a Race Official;
- (f) dangerous riding or compromising the safety of another Participant;
- (g) verbal or physical abuse of any kind;
- (h) fixing or contriving in any way or otherwise influencing improperly the result, progress or conduct of any Event in which the Participant is participating in and/or can influence;
- (i) placing, accepting or laying a bet in relation to the result, progress or conduct of any Event in which the Participant is participating in and/or can influence;
- (j) breaching the terms of any suspension imposed by a Disciplinary or Appeal Committee;
- (k) failure to provide reasonable assistance in connection with, or otherwise disrupting the course of, an Investigation, Complaint and/or Disciplinary Charge;
- (l) carrying out any acts and/or making any statements that are discriminatory by reason of sex, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion, belief or disability and/or acting in contravention of the Equality Policy;
- (m) in respect of any Participant in a position of trust or authority over another Participant either directly (including any coach, doctor, physiotherapist or otherwise) or indirectly (including any organiser, club, regional or national official):
  - (i) abusing that trust or authority in any way;
  - (ii) failing to observe confidentiality of such Participant;
  - (iii) failing to act with respect towards such other Participant by, for example engaging in bullying or conduct that may induce feelings of fear and/or harassment;
  - (iv) acting in contravention of the Protection of Children and Vulnerable Adults Policy;
  - (v) failing to act in a professional manner and/or acting in a way that gives rise to a conflict of interests.

## Reporting Misconduct

- 3.3 All Participants must report any matter that may constitute Misconduct to the Disciplinary Officer as soon as reasonably practicable and ordinarily within 72 hours of occurring.

**Note:** Regulation 3.3 imposes a general obligation on all those bound by these Regulations to report acts of Misconduct to the Disciplinary Officer. All such reports shall be submitted by fax to +44(0)161 274 2001 (marked 'Discipline') or by email to [disciplinary@britishcycling.org.uk](mailto:disciplinary@britishcycling.org.uk). Without prejudice to this general obligation, where a Race Official witnesses or receives evidence of conduct that may constitute Misconduct under these Regulations at an Event he must report that conduct to the Senior Race Official immediately. The Senior Race Official must report all matters that may constitute Misconduct at an Event to the Disciplinary Officer within 72 hours of receiving notice of such conduct.

The general obligation set out in Regulation 3.3 should not discourage Participants and/or other individuals (whether they be relatives or friends of Participants, spectators or otherwise) from reporting matters that may constitute Misconduct to the relevant club welfare officer, where appropriate, in addition to reporting such matters to the Disciplinary Officer.



# DISCIPLINARY RULES FOR CYCLE SPORT



- 3.4 These Regulations are not intended to replace the powers given to Race Officials to penalise breaches of the Technical Regulations committed by Participants at Events. For the avoidance of doubt, a Participant may be sanctioned under these Regulations for Misconduct that relates to conduct at an Event even if a Race Official has, or has not, already penalised one or more Participants for that conduct in accordance with the Technical Regulations.

## Investigations

- 3.5 The Disciplinary Officer shall be entitled to undertake any Investigations they consider necessary at any time whether prompted by a Complaint or otherwise, and every Participant will be obliged to cooperate with those Investigations. A failure to cooperate with any Investigation may itself constitute Misconduct and will entitle adverse inferences to be drawn from that failure.

- 3.6 On completion of the Investigations, the Disciplinary Officer shall:

- (a) take no further action; or
- (b) take any further actions to attempt to resolve the matter without recourse to a formal Disciplinary Charge - this may include further investigation, helping to resolve conflicts between any parties, or issuing formal warnings; or
- (c) bring a Disciplinary Charge against one or more Participants.

## 4 THE COMPLAINT

- 4.1 Notice of all Complaints shall be given to the Disciplinary Officer. The Notice of Complaint shall be in the form set out in Annex 1 and shall set out details of the Complaint. British Cycling shall acknowledge receipt of the Complaint in writing within a reasonable period of receipt of the Notice of Complaint.

- 4.2 The Disciplinary Officer may, at their discretion, decide that too long has elapsed since the event giving rise to the Complaint and take no action.

4.3

On receipt of the Notice of Complaint, the Disciplinary Officer may at their discretion:

- (a) commence an initial Investigation into the matter to source information and evidence as soon as practicable;
- (b) forward a copy of the Notice of Complaint to the Respondent and invite a written response from the Respondent within a specified period;
- (c) undertake any further Investigation the Disciplinary Officer sees fit;
- (d) refer the Complaint to any other relevant body which has a legitimate interest in the subject of the Complaint for action; and/or
- (e) commence disciplinary action.

4.4

Upon completion of the steps set out in Regulation 4.3 above and any further Investigation undertaken by the Disciplinary Officer, they may take any of the following steps:

- (a) decide that no further action is required, and the Disciplinary Officer will notify the Respondent, where they have been notified, and Complainant in writing;
- (b) reject the Complaint because it does not fall within the authority of British Cycling, and if appropriate refer it to another relevant body;
- (c) dismiss the Complaint on the grounds that there is not enough evidence to warrant further action being taken and the Disciplinary Officer will notify the Respondent, where they have been notified, and Complainant in writing;
- (d) dismiss the Complaint on the grounds that it is vexatious or malicious and the Disciplinary Officer will notify the Respondent, where they have been notified, and Complainant in writing;
- (e) refer the Complaint to another authority deemed more appropriate in practice or in law to handle it, including, but not limited to, social services or other agencies or the police for criminal matters;



- (f) refer the matter to be dealt with under the British Cycling Protection of Children and Vulnerable Adults Policy or Anti-Doping Regulations;
  - (g) deal with the Complaint informally by way of advice or information because it is not serious enough to warrant full disciplinary proceedings;
  - (h) bring a Disciplinary Charge; and
  - (i) refer the Complaint to the Disciplinary Committee.
- 4.5 As soon as is practicable, the Disciplinary Officer shall inform the Complainant and the Respondent, where they have been notified, and any Interested Party or Parties of the course of action taken.
- 4.6 In the event that a Complaint is withdrawn by a Complainant, British Cycling retains the right at its absolute discretion to take any action deemed appropriate against the Respondent under the Regulations.
- ## 5 INTERIM SUSPENSION
- 5.1 In the event that the subject matter of the Complaint or Investigation is deemed to be sufficiently serious, the Disciplinary Officer may seek at any time following the commencement of the Investigation or receipt of the Notice of Complaint to impose an interim suspension upon the Respondent by making an application to a Legally Qualified member of the Disciplinary Panel.
- 5.2 An interim suspension shall not be deemed to be a disciplinary sanction until such time as the matter is determined by the Disciplinary Committee, when it may be taken into account in respect of the imposition of any sanctions.
- 5.3 Interim suspensions will be made where it is considered by the Legally Qualified member of the Disciplinary Panel that such action is appropriate which shall include without limitation the following reasons:
- (a) For the protection of the Respondent or other Participants;
  - (b) In cases involving allegations of gross misconduct;
  - (c) Where there is a risk to the reputation of British Cycling to fail to suspend; and
  - (d) Where a failure to suspend may impede internal investigations or prejudice investigation by external organisations.
- 5.4 Interim suspensions may be imposed for a defined or indefinite period. The nature of the suspension will be communicated to the Respondent in writing. All suspensions will be reviewed on a periodic basis as ordered by the appointed member of the Disciplinary Panel.
- 5.5 A Respondent who has been suspended may apply to the Disciplinary Officer for the suspension to be lifted. The Disciplinary Officer shall refer the matter to a further Legally Qualified member of the Disciplinary Panel (who shall have had no prior involvement in the matter) to determine whether the decision to impose a temporary suspension was and remains appropriate in the circumstances and the Disciplinary Officer shall communicate the decision to the Respondent within 10 days of the application for appeal of the original decision.
- 5.6 The Disciplinary Officer may communicate the fact of the suspension to any relevant third parties.
- 5.7 Interim Suspensions imposed on a Respondent will apply universally such that a person will not play, coach, spectate or participate in any British Cycling activities and/or some or all activities of a Member as indicated to the Respondent in the notice of suspension during the period of suspension.
- 5.8 Any interim suspension under these Regulations will automatically cease if either of the following occurs (whichever is soonest):
- (a) The matter has been determined by the Disciplinary Committee under the Regulations; or
  - (b) The Complaint is withdrawn, or the Investigation is completed, and no further action is taken.



# DISCIPLINARY RULES FOR CYCLE SPORT

## Specified Sanction

- 5.9 The Disciplinary Officer may offer a Specified Sanction to the Respondent, giving them/it an opportunity to:
- (a) admit the Disciplinary Charge;
  - (b) forego their/its right to a hearing before the Disciplinary Committee and their/its right to an appeal; and
  - (c) fully accept the terms of a Specified Sanction.
- 5.10 In order to determine the appropriate Specified Sanction that is to be imposed in each case, the Disciplinary Officer should first determine the seriousness of the conduct, and then consider what factors:
- (a) aggravate the conduct, namely:
    - (i) a lack of remorse on the part of the Respondent involved;
    - (ii) the Respondent having previously been found guilty of similar conduct whether under these Regulations or the disciplinary regulations of any other governing body;
    - (iii) the need for a deterrent; and/or
    - (iv) any other aggravating factors that the Disciplinary Officer considers relevant and appropriate.
  - (b) mitigate the conduct, namely:
    - (i) any admission of guilt (the mitigating value of which may depend upon its timing);
    - (ii) a good previous disciplinary record;
    - (iii) a young age and/or lack of experience;
    - (iv) good conduct prior to and at the hearing;
    - (v) demonstrable remorse for their actions and any victim; and/or
    - (vi) any other mitigating factors that the Disciplinary Officer considers relevant and appropriate.

- 5.11 If the Respondent notifies the Disciplinary Officer that they reject the Specified Sanction, the Disciplinary Charge will proceed to a hearing in accordance with Regulation 6 below.
- 5.12 If the Respondent fully accepts the terms of a Specified Sanction within 14 days of receipt, no hearing will be held and the Specified Sanction will have immediate effect as of the date the Respondent accepted the Specified Sanction.
- 5.13 If the Respondent fails to respond to the terms of a Specified Sanction within 14 days, no hearing will be held and the Specified Sanction will have immediate effect following completion of the 14 days.

## 6 DISCIPLINARY COMMITTEE PROCEDURES

### Pre-hearing

- 6.1 Where the Disciplinary Officer determines that a Complaint or subject matter of an Investigation shall be dealt with by way of a disciplinary hearing the Disciplinary Officer shall be required to inform the Respondent of the Disciplinary Charge against them with specific reference to the rules, regulations or codes alleged to have been breached by way of a Notice of Charge and shall be required to state the charge and produce its evidence in support.
- 6.2 The Respondent has 14 days from receipt of the Notice of Charge to submit a written reply to the Notice of Charge to either:
- (a) accept the Disciplinary Charge acknowledging that Regulation 8.8 shall govern proceedings; or
  - (b) deny the Disciplinary Charge in which case the matter will be dealt with by a full disciplinary hearing.
- 6.3 If the Respondent accepts the Disciplinary Charge the Disciplinary Officer may deal with the case in the Respondent's absence in accordance with Regulation 8.8. The Respondent is permitted to make written representations in relation to mitigation within 5 days from accepting the Disciplinary Charge.



- 6.4 If the Respondent denies the Disciplinary Charge, a Disciplinary Committee shall be appointed by the Disciplinary Clerk in accordance with Regulation 6.7.
- 6.5 The Disciplinary Committee shall have jurisdiction to conduct disciplinary hearings and impose sanctions upon those persons / bodies subject to the Regulations.
- 6.6 The following provisions set out procedural guidelines for the conduct of proceedings before Disciplinary Committees. In each case, the Disciplinary Committee may depart from these guidelines as it sees fit in the circumstances of the case. Any such departure will not invalidate any finding or decision of the Disciplinary Committee unless it is shown to render that finding or decision unreliable.
- 6.7 Within 5 days of the response from the Respondent made in accordance with Regulation 6.2(b), the Disciplinary Clerk shall appoint three members of the Disciplinary Panel to the Disciplinary Committee and will designate one of those members to act as Chair. The Disciplinary Clerk shall act as the secretary and administrator for the Disciplinary Committee and shall not be a member of the Disciplinary Committee.
- 6.8 No person on the Disciplinary Committee may have a close interest in the matter under consideration.
- 6.9 If one or more members of a Disciplinary Committee are unable or unwilling, for whatever reason, to hear the matter referred to the Disciplinary Committee, then the Disciplinary Clerk may, at their absolute discretion:
- (a) appoint another member of the Disciplinary Panel as a replacement; or
  - (b) appoint a new Disciplinary Committee.
- 6.10 The Chair of a Disciplinary Committee will be entitled to seek specialist advice from an Independent Person (including legal advice, medical advice, and advice on cycling matters) as he deems appropriate.

- 6.11 Where the Respondent denies the Disciplinary Charge, the Disciplinary Clerk shall send a written notice to the Respondent and the Disciplinary Officer within 14 days of the Notice of Charge with a copy to the members of the Disciplinary Committee setting out the identity of the members of the Disciplinary Committee.

## 7 OBJECTIONS TO COMMITTEE MEMBERS

- 7.1 The Respondent may object to the composition of the Disciplinary Committee by notifying the Disciplinary Clerk in writing of the objections and setting out the reasons for such objections no later than 5 days from the date of being informed of the composition of the Disciplinary Committee.
- 7.2 The Disciplinary Clerk shall immediately forward any objection received in relation to the members of the Disciplinary Committee to the Chair of the Disciplinary Committee who shall consider the objections and determine whether they are valid in their opinion, or there are no grounds for objection, in which case the Chair shall reject the objection.
- 7.3 If the objection is made against the Chair of the Disciplinary Committee then another member of the Disciplinary Committee must assess the objection.
- 7.4 Where the objection is made against all of the Disciplinary Committee then another Legally Qualified member of Disciplinary Panel must assess the objection.
- 7.5 The Disciplinary Clerk shall notify the Respondent in writing within 5 days from the date of receipt of any objection to the composition of the Disciplinary Committee that either:
- (a) the composition of the Disciplinary Committee has changed (in which case the Disciplinary Clerk shall provide details of the new Disciplinary Committee); or
  - (b) the composition of the Disciplinary Committee has not changed (in which case the Disciplinary Clerk will give reasons why the party's reasons for objecting has not been accepted).



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- 7.6 The decision by the Chair of the Disciplinary Committee or relevant Disciplinary Committee member or Disciplinary Panel member on the composition of the Disciplinary Committee under this provision shall be final.
- 7.7 The Chair of the Disciplinary Committee shall determine a timetable for any steps to be taken prior to hearing and for the production and exchange of any evidence and what evidence shall be permitted at the hearing.
- 7.8 The Chair of the Disciplinary Committee shall have power to make such further directions relating to the provision of evidence or the conduct of the hearing as, in their sole discretion, are deemed necessary. These may include, but shall not be limited to:
- (a) pre-hearing meetings of the Disciplinary Committee to agree procedural issues;
  - (b) production, inspection and/or exchange of documents, witness statements and other evidence;
  - (c) exchange of skeleton arguments;
  - (d) any direction concerning the determination of any issue on paper in advance of the hearing or the extent to which evidence shall be agreed; and
  - (e) if deemed appropriate, rule that the hearing take place on paper.
- 7.9 All parties must notify the Chair of any evidence, including all documents, witness statements and any witnesses to be called to give evidence (if any), relating to the Disciplinary Charge that they wish the Disciplinary Committee to consider in relation to the matter in accordance with the directions issued by the Chair of the Disciplinary Committee.
- 7.10 If no evidence and / or documentation is received by either party within any time limit imposed the Disciplinary Committee may consider the Disciplinary Charge in the absence of such evidence, and upon based on the facts and statements in its possession.
- 7.11 Each party shall inform the Chair no less than 5 days before the hearing if they will be legally represented or accompanied by another third party; and

- 7.12 It shall be the duty of the parties at their own cost to notify and arrange the attendance of any legal representation and /or any witnesses they may wish to call.
- 7.13 Time limits referred to in the Regulations can be extended at the discretion of a Legally Qualified member of the Disciplinary Panel before the appointment of a Chair of the Disciplinary Committee and thereafter only by the Chair of the Disciplinary Committee. Either party may apply to the Chair of the Disciplinary Committee to extend or vary any time limits set out in the Regulations including retrospectively.

## 8 HEARING

- 8.1 Where a Disciplinary Charge is referred to the Disciplinary Committee and the Respondent denies the offence in accordance with Regulation 6.2(b), the matter shall proceed to a hearing. The procedure and timetable for the service of evidence and written submissions in advance of the hearing shall be at the absolute discretion of the Disciplinary Committee who shall manage the matter in accordance with the principles of natural justice, and to whom the Disciplinary Officer and the Respondent may make written representations if they so wish.
- 8.2 The Disciplinary Clerk shall liaise with the Disciplinary Committee and the Respondent to schedule a hearing.
- 8.3 All hearings before Disciplinary Committees will be held in private, unless otherwise ordered by the Disciplinary Committee.
- 8.4 In any case in which a witness refuses or fails to attend before the Disciplinary Committee, the Disciplinary Committee may, in its discretion, allow or refuse to allow the evidence of that witness to be given in any other form.
- 8.5 The conduct of disciplinary proceedings will be in accordance with the principles of natural justice as determined by and consistent with the laws of England and Wales.
- 8.6 Proceedings, findings or decisions of a Disciplinary Committee shall not be invalidated by reason of any minor defect, irregularity, omission or technicality unless such defect, irregularity, omission or technicality amounts to a material irregularity and forms a ground of appeal.



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| <p>8.7 The standard of proof in all disciplinary cases (including appeals) is the balance of probabilities.</p> <p>8.8 Where a Disciplinary Charge is referred to the Disciplinary Committee and the Respondent admits the offence in accordance with Regulation 6.2(a), the matter may be dealt with summarily (i.e. without a hearing) by the Disciplinary Committee who may impose any sanction which a Disciplinary Committee could have imposed had the alleged breach been referred to it and a breach been established to its satisfaction. The conditions for the imposition of such a sanction shall be that:</p> <ul style="list-style-type: none"> <li>(a) the Respondent must consent to the matter being dealt with summarily under this Regulation;</li> <li>(b) the Disciplinary Committee shall give due consideration to any arguments provided in mitigation by the Respondent in accordance with Regulation 6.3; and</li> <li>(c) there is no appeal against a decision imposed under this provision notwithstanding that a person subject to a summary decision may appeal against the sanction imposed if the Respondent considers it to be disproportionate to the facts of the Complaint.</li> </ul> <p>8.9 The Disciplinary Committee and Appeal Committee will not be obliged to follow strict rules of evidence. They may admit such evidence as they think fit and accord such evidence such weight as they think appropriate in all the circumstances. Where the Disciplinary Charge has been the subject of previous civil or criminal proceedings, the result of such proceedings and the facts and matters upon which such result is based will be presumed to be correct and the facts presumed to be true unless it is shown by clear and convincing evidence that this is not the case.</p> <p>8.10 The Disciplinary Committee shall decide any issue by majority but shall not be required to indicate whether a decision has been taken unanimously or not. No member of the Disciplinary Committee may abstain from voting.</p> | <p>8.11 The procedure for the hearing shall be flexible and shall be at the discretion of the Chair of the Disciplinary Committee, who may make such Decisions as necessary to ensure the orderly and effective conduct of the hearing, subject to the overriding requirement of fairness. The Chair of the Disciplinary Committee will then outline the basic procedure of the hearing.</p> <p>8.12 Usually, this will be as follows:</p> <ul style="list-style-type: none"> <li>(a) the case against the Respondent will be presented by British Cycling, together with relevant evidence, including witness evidence, if appropriate. In such cases where it is deemed appropriate to do so, British Cycling may appoint a third party to present the case against the Respondent;</li> <li>(b) the Respondent or their representative will be asked to admit or deny the Disciplinary Charge and will then have the opportunity to speak, challenge the evidence presented against them, submit their own evidence, call witnesses and make representations to the Disciplinary Committee. The evidence of further witnesses not notified in accordance with the Regulations will be admitted only at the sole discretion of the Chair of the Disciplinary Committee;</li> <li>(c) before being called, witnesses will not be allowed in the room while evidence is being given;</li> <li>(d) questions may be put by the Disciplinary Committee to the Respondent and British Cycling and each witness on conclusion of their evidence;</li> <li>(e) the Respondent and British Cycling may be able to raise questions in cross-examination;</li> <li>(f) the Respondent and British Cycling will be allowed to make a closing statement to the Committee;</li> <li>(g) the room will be cleared, and the Committee will deliberate and determine whether, on the balance of probabilities, the Disciplinary Charge has been proved;</li> </ul> |
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## DISCIPLINARY RULES FOR CYCLE SPORT

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| <p>(h) the disciplinary hearing will reconvene and the Chair of the Disciplinary Committee will announce whether or not the Disciplinary Charge has been proved unless the Chair of the Disciplinary Committee deems it fit to defer the Disciplinary Committee's decision in accordance with Regulation 9.1(b);</p> <p>(i) if the Respondent admits the Disciplinary Charge or the Committee decides the Disciplinary Charge has been proved, the Disciplinary Committee will review the Respondent's previous disciplinary record, where relevant, to consider sanctions and costs;</p> <p>(j) the Disciplinary Committee will invite the Respondent to set out any mitigating arguments and any submissions on costs;</p> <p>(k) the room will again be cleared and the Committee shall determine the appropriate sanction in accordance with the Regulations;</p> <p>(l) those representing a Respondent at a hearing may present and sum up their case, but they are not permitted to answer questions put to the Respondent.</p> <p>8.13 If the Chair of the Disciplinary Committee feels it is necessary, bearing in mind all the circumstances surrounding the case, the Disciplinary Committee may, at its discretion, request an Independent Person to act as adviser to the Disciplinary Committee.</p> <p>8.14 The Chair of the Disciplinary Committee has the absolute discretion to adjourn the hearing if at any time they think the interests of justice require it (for example to secure the attendance of a key witness or other important evidence) and/or if they consider it important and relevant in reaching a decision. The decision by the Chair of the Disciplinary Committee to adjourn the hearing, or not, will be final.</p> <p>8.15 The Chair of the Disciplinary Committee may determine that persons other than the parties shall be permitted to attend the hearing where this is in the interests of justice.</p> | <p>8.16 In any case in which a witness refuses or fails to attend before the Disciplinary Committee, the Disciplinary Committee may, in its discretion, allow or refuse to allow the evidence of that witness to be given in any other form.</p> <p>8.17 The Chair of the Disciplinary Committee may determine that attendance by the Complainant, Respondent and any witnesses involved may be via conference call, video link or other suitable method. The Chair of the Disciplinary Committee may also determine that any written evidence may be admitted where giving evidence and being cross examined in person is not reasonably possible or desirable, but the Disciplinary Committee should take the relative weight of such evidence into account when making its determinations.</p> <p>8.18 If the Respondent does not attend the hearing arranged as above, provided that the Disciplinary Committee is satisfied that notice of the hearing was served properly, it may proceed to hear the evidence in the absence of the Respondent.</p> <p>8.19 In the light of the evidence presented to it, the Disciplinary Committee may find a Respondent guilty of a less or more serious Disciplinary Charge than originally set out in the Notice of Charge.</p> <p>8.20 If the alleged Disciplinary Charge has not been proved, the Chair of the Disciplinary Committee shall so state and the Disciplinary Committee shall dismiss the Complaint.</p> <p>8.21 The Chair of the Disciplinary Committee may limit cross-examination, subject to the principles of natural justice.</p> <p>8.22 In circumstances where a Non-Party is present at the hearing and it appears to the Chair of the Disciplinary Committee that any person giving evidence may expose themselves to unnecessary risk, the Chair may require that Non-Party to withdraw whilst that evidence is given.</p> <p>8.23 The Disciplinary Committee proceedings may be audio recorded for the purposes of transcription of the proceedings.</p> |
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8.24 The Disciplinary Committee shall not be bound by the rules of Court (or any legislative provision) governing procedures. All hearings shall be conducted in a fair and orderly manner, with each party having a reasonable opportunity to give and call evidence, address the Disciplinary Committee and present their case.

8.25 Disciplinary Committee hearings shall generally be heard within 60 days of the Notice of Charge.

8.26 A failure to observe the time limits specified in the Regulations shall not nullify any proceedings, but such failure may be a cause for a hearing to be adjourned.

## 9 DECISION

9.1 The Chair of the Disciplinary Committee may:

- (a) Announce the decision of the Disciplinary Committee on the date of the hearing and any sanction to be imposed in accordance with Regulation 9.5; or
- (b) Defer the Disciplinary Committee's decision to a later date, which will be as soon as practicable.

9.2 Any deviation from these regulations by a Disciplinary Committee shall not invalidate any finding, procedure or decision unless that deviation raises material doubt as to the reliability of the finding, procedure or decision.

9.3 The Disciplinary Committee shall normally provide the written reasons of the Decision to the Respondent, the Complainant and British Cycling within 20 days of the Decision.

9.4 The written reasons of the Decision shall include:

- (a) The identity and composition of the Disciplinary Committee;
- (b) The names of the parties;
- (c) A summary of the facts;
- (d) The Rule / Regulation on which the Decision is based;

(e) The grounds of the Decision;

(f) The sanction (if any) to be imposed on the Respondent in accordance with the Regulations;

(g) Any order for costs; and

(h) The appropriate appeals procedure in accordance with the Regulations.

## Sanction

9.5 In the event that a Complaint is upheld, the Disciplinary Committee will be entitled to impose any one or more of the following sanctions as it deems appropriate, having regard to all of the circumstances of the case (all of which may be suspended):

- (a) words of advice and/or other appropriate management action;
- (b) a caution, reprimand and/or warning as to future conduct;
- (c) a fine;
- (d) in the case of Misconduct at or in relation to an Event disqualification from the Event (in which case all benefits obtained in connection with the Event will be forfeited);
- (e) withdrawal of the Respondent's Licence for a specified period;
- (f) withdrawal of the Respondent's Membership for a specified period;
- (i) withdrawal of some or all of the benefits of affiliation;
- (g) compensation payments to any person or entity affected by the Misconduct; and/or
- (h) a suspension from competing and/or participating in future Events and/or disqualification of past results from the date of the original offence in accordance with Regulation 16 below.

9.6 In order to determine the appropriate sanction that is to be imposed in each case, the Disciplinary Committee should first determine the seriousness of the conduct, and then consider what factors:



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9.7

- (a) aggravate the conduct, namely:
  - (i) a lack of remorse on the part of the Respondent involved;
  - (ii) the Respondent having previously been found guilty of similar conduct whether under these Regulations or the disciplinary regulations of any other governing body;
  - (iii) the need for a deterrent; and/or
  - (iv) any other aggravating factors that the Disciplinary Committee considers relevant and appropriate.
- (b) mitigate the conduct, namely:
  - (i) any admission of guilt (the mitigating value of which may depend upon its timing);
  - (ii) a good previous disciplinary record;
  - (iii) a young age and/or lack of experience;
  - (iv) good conduct prior to and at the hearing;
  - (v) demonstrable remorse for their actions and any victim; and/or
  - (vi) any other mitigating factors that the Disciplinary Committee considers relevant and appropriate.

9.8

Sanctions will be effective immediately upon notification of the Disciplinary Committee's decision pursuant to Regulation 9.1, subject to the Disciplinary Committee's discretion to start the sanction on another date, backdated to take account of any interim suspension imposed under Regulation 5.3 or otherwise.

9.9

If no appeal is filed in accordance with Regulation 11 below, then the decision of the Disciplinary Committee will be final.

9.10

The Disciplinary Committee may order that any part of sanction be suspended for a specified period (not exceeding twelve months). If the Respondent commits another breach of the rules and regulations of British Cycling or is the subject of a further Disciplinary Charge during

the period of such suspended sanction which is subsequently upheld, then the suspension of the sanction is automatically revoked, and that sanction is added to the sanction pronounced for the new breach.

9.11

All fines and financial sanctions should be paid within 28 days from the notice of the fine or financial sanction being applied or this failure to pay will be classed as a disciplinary matter and action will be taken by British Cycling in accordance with the Regulations. Interest shall be paid at the rate applicable to judgment debts in England from the end of the 28-day period until the actual date of payment.

## 10

### COSTS

10.1

Ordinarily, any costs incurred by the parties will lie where they fall. However, the Disciplinary Committee will have the discretion to order the Respondent to pay some or all of the costs of holding the hearing where the Disciplinary Charge is upheld (including any travel or accommodation costs incurred by members of the Disciplinary Committee and/or any costs incurred as a result of the Disciplinary Committee obtaining specialist advice in accordance with Regulation 6.10 above).

## 11

### APPEALS

#### Pre-appeal hearing

11.1

An Appeal against a Decision can be made on one or more of the following grounds:

- (a) the Decision was based on error of fact or could not have been reasonably reached by a Disciplinary Committee when faced with the evidence before it;
- (b) serious procedural or other irregularity in the proceedings before the Disciplinary Committee;
- (c) significant and relevant new evidence has become available which was not available before the conclusion of the hearing but, had it been available, may have caused the Disciplinary Committee to reach a materially different decision; and/or
- (d) the sanction imposed was manifestly unreasonable in the light of the facts before the Disciplinary Committee.



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| 11.2 | In accordance with Regulation 8.8(c) a Respondent whose case was dealt with summarily may only appeal on the grounds set out in Regulation 11.1(d)   |       |  |
| 11.3 | The party seeking to appeal (the 'Appellant') shall serve a Notice of Appeal in writing upon the Disciplinary Clerk within 10 days following receipt of the written grounds of the Decision against which the appeal is being made.  |       |  |
| 11.4 | <p>The Notice of Appeal shall:</p> <ul style="list-style-type: none"> <li>(a) state the date and decision of the Disciplinary Committee against which the appeal is lodged;</li> <li>(b) state the grounds of appeal relied upon in accordance with Regulation 11.1;</li> <li>(c) set out the statement of facts upon which the appeal is based, specifying whether the appeal is against finding and sanction or just sanction alone and include any supporting documentation upon which the Appellant will rely; and</li> <li>(d) be accompanied by the Appeal Fee which shall be held by British Cycling and re-paid to the Appellant in the event that the Appeal Committee so decides.</li> </ul> | 11.8  | <p>The following provisions of this Regulation 11 set out procedural guidelines for the conduct of appeals before Appeal Committees. In each case, the Appeal Committee may depart from these guidelines as it sees fit in the circumstances of the case. Any such departure will not invalidate any finding or decision of the Appeal Committee unless it is shown to render that finding or decision unreliable.</p> |
| 11.5 | In the case of appeals the time limits specified in the Regulations must be complied with.   | 11.9  | <p>Once a Notice of Appeal is validated under Regulation 11.6 above, the Disciplinary Clerk will appoint three members of the Disciplinary Panel to sit as an Appeal Committee to hear the appeal and will designate one of those members to act as Chair of that Appeal Committee. The Disciplinary Clerk will send copies of the Notice of Appeal and the Case File to the members of the Appeal Committee.</p>      |
| 11.6 | Following the filing of a Notice of Appeal, the Disciplinary Clerk will as soon as reasonably practicable (and no later than 7 days) provide to a Legally Qualified member of the Disciplinary Panel with no previous involvement in the matter (with a copy to the Appellant) a copy of all evidence that was put before the Disciplinary Committee, as well as the written decision issued by the Disciplinary Committee in accordance with Regulation 9.3, above (the ' <b>Case File</b> '), who shall then determine if an appeal is validly made in accordance with Regulation 11.4.  | 11.10 | <p>None of the members of the Disciplinary Committee who sat on the Disciplinary Committee that issued the decision being challenged on appeal may sit on the Appeal Committee hearing the appeal.</p>   |
|      |  | 11.11 | <p>No person on the Appeal Committee may have a close interest in the appeal under consideration.</p>  |
|      |  | 11.12 | <p>If one or more members of an Appeal Committee are unable or unwilling, for whatever reason, to hear the matter referred to the Appeal Committee, then the Disciplinary Clerk may, at their absolute discretion:</p> <ul style="list-style-type: none"> <li>(a) appoint another member of the Disciplinary Panel as a replacement; or</li> <li>(b) appoint a new Appeal Committee.</li> </ul>                        |
| 11.7 | <p>If an appeal is validly made:</p> <ul style="list-style-type: none"> <li>(a) any fine, compensation or costs award made by the Disciplinary Committee will be postponed pending the outcome of the appeal hearing; and</li> </ul>   |       |  |



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- 11.13 Appeal Committees will be entitled to seek specialist advice (including legal advice, medical advice, and advice on cycling matters) from an Independent Person as they deem appropriate.
- 11.14 The Chair of the Appeal Committee shall then decide the appropriate course of action for the appeal. Upon making its decision which shall be no longer than 5 days after the Appeal Committee has been convened, the Disciplinary Clerk will send notice to all the parties including:
- (a) the decision of the Appeal Committee as to the course of action for the appeal;
  - (b) notification to all parties of the date, time and place of the hearing ensuring that that all parties are given at least 10 days' notice of the hearing;
  - (c) asking the Appellant, whether they will be represented or accompanied by an advocate or other third party, whether they wish to call witnesses to give evidence, and who they intend to have present at the hearing; and
  - (d) inviting Interested Parties to attend the hearing and make any submissions deemed necessary.
- 11.15 The Chair of the Appeal Committee shall have power to make such further directions relating to the provision of information / evidence or the conduct of the hearing as, in their sole discretion, are deemed necessary.
- 11.16 The Appellant may object to the composition of the Appeal Committee by notifying the Disciplinary Clerk of the objections and setting out the reasons for such objections no later than 5 days from the date of being informed of the composition of the Appeal Committee.
- 11.17 The Disciplinary Clerk shall immediately forward any objection received in relation to the members of the Appeal Committee to the Chair of the Appeal Committee who shall consider the objections and determine whether they are valid or in their opinion, the grounds for objection are frivolous, unfounded or ill informed, in which case the Chair shall reject the objection.
- 11.18 If the objection is made against the Chair of the Appeal Committee then another member of the Appeal Committee must assess the objection.
- 11.19 The Disciplinary Clerk shall notify the Appellant in writing within 5 days from the date of receipt of any objections that either:
- (a) The composition of the Appeal Committee has changed (in which case the Disciplinary Clerk shall provide details of the new Appeal Committee); or
  - (b) The composition of the Appeal Committee has not changed (in which case the Disciplinary Clerk will give reasons why it has not accepted the Appellant's reasons for objecting).
- 11.20 The decision by the Chair of the Appeal Committee or relevant Appeal Committee member on the composition of the Appeal Committee under this provision shall be final.
- 11.21 The Appeal Committee shall have the power to hear evidence from any third party not directly involved in the appeal if the Appeal Committee is of the view that such third party may be materially or adversely affected by any decision it may make.
- 11.22 Where the Appellant wishes to rely upon any new evidence it must notify the Chair of the Appeal Committee at least 72 hours ahead of the hearing the Chair of the Appeal Committee will then give any other party to the hearing as much notice of the new evidence as is reasonably possible. The Chair of the Appeal Committee shall determine the weight to be given to such evidence.
- 11.23 Where the Appellant appeals against the sanction alone, they may request that the Appeal Committee review the sanction without the need for a personal hearing. If the Chair of the Appeal Committee agrees that a personal hearing is not necessary, then the Appellant and any other party to proceedings below shall be entitled to make representations in writing to the Appeal Committee.



## Appeal hearing

- |   |  |
|---|--|
| <p>11.24 All hearings before Appeal Committees will be held in private, unless otherwise ordered by the Appeal Committee.</p> <p>11.25 The Appeal Committee will be entitled to conduct and regulate the appeal proceedings as it sees fit in the circumstances of the case, and will determine the basis on which the appeal will proceed.</p> <p>11.26 Any appeal of a Disciplinary Committee Decision shall be by way of review only and not a re-hearing.</p> <p>11.27 At the hearing, the Appellant may not, without the express consent of the Appeal Committee, advance any ground of challenge that was not specified in the Notice of Appeal.</p> <p>11.28 The Appeal Committee may consider evidence not offered in the Disciplinary Committee proceedings, provided that the party offering the evidence shows that it was not available on reasonable enquiry at the time of those proceedings.</p> <p>11.29 The Chair of the Appeal Committee will be entitled, where the circumstances warrant (a) to adjourn or postpone proceedings as it thinks fit and/or (b) to issue directions prior to the hearing as to who should attend the hearing on behalf of the parties.</p> <p>11.30 Save where otherwise directed by the Appeal Committee, all parties from the proceedings before the Disciplinary Committee should attend the hearing before the Appeal Committee. The absence of a party at any hearing before an Appeal Committee will not, in itself, prevent the Appeal Committee from proceeding to a decision in the matter. The Appeal Committee will have discretion whether to receive written submissions by or on behalf of such absentee.</p> <p>11.31 The parties will have the right to make submissions to the Appeal Committee as to the procedures that it should follow in hearing the appeal. Subject to that, and to the Appeal Committee's ability to determine its own procedures, the following guidelines will apply:</p> | <p>(a) the Chair of the Appeal Committee will introduce themselves and the other members of the Appeal Committee to the parties and will ordinarily then read out the Notice of Appeal, or a summary of it, before explaining the procedure to be followed;</p> <p>(b) the Appellant will be invited to make submissions and (where appropriate) call witnesses, who may be subject to cross-examination through the Chair of the Appeal Committee;</p> <p>(c) the other party or parties to the appeal will be invited to make submissions and (where appropriate) call witnesses, who may be subject to cross-examination through the Chair of the Appeal Committee;</p> <p>(d) the parties will each be entitled to make concluding submissions; and</p> <p>(e) the Appeal Committee will retire to deliberate in private.</p> <p>11.32 In any case in which a witness refuses or fails to attend before the Appeal Committee, the Appeal Committee may, in its discretion, allow or refuse to allow the evidence of that witness to be given in any other form.</p> <p>11.33 A decision of an Appeal Committee will be made by at least a simple majority of the members of the Committee. No member of an Appeal Committee may abstain from any decision. The conduct of Appeal Committee proceedings will be in accordance with the principles of natural justice as determined by and consistent with the laws of England and Wales.</p> <p>11.34 The standard of proof in all cases before the Appeal Committee is the balance of probabilities.</p> <p>11.35 Proceedings, findings or decisions of an Appeal Committee shall not be invalidated by reason of any minor defect, irregularity, omission or technicality unless such defect, irregularity, omission or technicality amounts to a material irregularity and forms a ground of appeal.</p> |
|---|--|



# DISCIPLINARY RULES FOR CYCLE SPORT

- 11.36 The Disciplinary Clerk shall record Appeal Committee proceedings. The proceedings may be audio-recorded. Such audio recording or transcript will not ordinarily be provided to the parties, save by agreement of the Chair of the panel and the payment of the costs of doing so.
- 11.37 If the Appellant does not attend the Appeal Hearing, provided that the Appeal Committee is satisfied that notice of the hearing was served properly, it may proceed to hear the evidence in the absence of the Appellant.
- 11.38 Appeal Committees will not be obliged to follow strict rules of evidence. It may admit such evidence as it deems fit and accord such evidence such weight as they think appropriate in all the circumstances. Where the subject matter before the Appeal Committee has been the subject of previous civil or criminal proceedings, the result of such proceedings and the facts and matters upon which such result is based will be presumed to be correct and the facts presumed to be true unless it is shown by clear and convincing evidence that this is not the case.
- 11.39 At the hearing the Appeal Committee shall consider all the evidence made available to it by British Cycling and the Appellant, including the written and/or oral testimony of any witnesses supporting that evidence. It may question British Cycling, the Appellant and any witnesses present in relation to the matter. Each party will be entitled to question the other's witnesses. It may call upon either British Cycling or the Appellant to supply additional evidence and may adjourn the hearing for that or any other purpose.
- 11.40 The Appeal Committee may:
- (a) affirm the decision appealed against;
  - (b) set aside the decision appealed against and quash any sanction imposed;
  - (c) set aside only part of the decision appealed against;
  - (d) substitute for the findings of the Disciplinary Committee below its own decision on 'liability' or 'guilt' (e.g., finding a party culpable of a lesser or greater offence) and/or substitute for the sanction imposed below its own sanction; and/or

- (e) take any other steps that it considers necessary to deal justly with the appeal.

- 11.41 For the avoidance of doubt, sanctions may be increased as well as decreased on appeal.
- 11.42 Any sanction imposed, confirmed or varied by the Appeal Committee shall normally commence on the day following the date of the decision of the Appeal Committee.
- 11.43 The Chair of the Appeal Committee may:
- (a) announce the decision of the Appeal Committee on the date of the hearing; or
  - (b) defer the Appeal Committee's decision to a later date.
- 11.44 In any event, the Chair of the Appeal Committee shall, within 10 days, deliver a written decision to the Disciplinary Clerk who will distribute the written decision to the Appellant and all Interested Parties.
- 11.45 Subject to Regulation 13.1, the decision of an Appeal Committee shall be final and binding upon the parties, and there shall be no further right of appeal from it.
- 11.46 The decision of the Appeal Committee and sanction imposed, if any, shall be made public after it has been notified to all the parties. All parties to an appeal hearing are deemed to have consented to such publication.

## Appeal costs

- 11.47 Ordinarily, any costs incurred by the parties will lie where they fall. However, the Appeal Committee will have the discretion to order the Appellant to pay some or all of the costs of holding the hearing (including any travel or accommodation costs incurred by members of the Appeal Committee and/or any costs incurred as a result of the Appeal Committee obtaining specialist advice in accordance with Regulation 11.13 above).

## 12 NOTICES

- 12.1 All communications required to be made under these Regulations must be in English and must be sent by either email, facsimile or first class registered post, in accordance with this Regulation 12 below.



12.2 All communications required to be made to the Disciplinary Clerk or the Disciplinary Officer shall be deemed served when transmitted by fax to +44 (0)161 274 2001 (marked 'Discipline') or by email to disciplinary@britishcycling.co.uk.

12.3 Where the neither the fax number nor email address of the Respondent is known to the sender, notice to that Respondent shall be accomplished by sending the communication by first class registered post to the last known address of such Respondent.

12.4 Any document sent under the Regulations will be deemed to be received by the relevant party on a particular day if it is received by that body or person (as appropriate) at or before 17:00 hours on a business day. If it is received at any time thereafter, or if it is received during a non-business day, it will be deemed to have been received the next following business day (the "Date of Receipt"). Any time periods stipulated in the Regulations are deemed to commence from the Date of Receipt.

12.5 Any documents served under the Regulations shall be deemed to be served:

- (a) in person: on that day, if it is delivered on a business day before 17:00 hours, failing which it will be deemed to be served on the next following business day after it is delivered;
- (b) by first class post or by registered post: on the second business day after the date of posting; or
- (c) by facsimile or email transmission: on that day, if it is transmitted on a business day before 17:00 hours, failing which it will be deemed to be served on the next following business day after it is transmitted.

## 13 UCI REGULATIONS

13.1 In accordance with Regulation 12.2.031 of the UCI Regulation and/or its successors, the UCI Management Committee may appeal a decision of a Disciplinary or Appeal Committee to CAS where it considers such decision to be disproportionate or contrary to the UCI Regulation.

## 14 PUBLICITY

14.1 Where a Disciplinary or Appeal Committee imposes a suspension on an Individual, British Cycling will notify the UCI of details of that suspension as soon as reasonably practicable after such suspension is imposed.

14.2 Subject to Regulation 14.1 above, until such time as a decision and/or details of any sanctions imposed are published, all parties and participants in the proceedings must treat such proceedings as confidential. Any breaches of this Regulation may constitute a separate act of Misconduct.

14.3 British Cycling may, at the discretion of the Disciplinary Officer, publish details of any disciplinary action taken on its website, including publication of any decision made by the Disciplinary Committee or Appeal Committee. Publication, if applicable, on the home page of the British Cycling website shall be for the longer of (i) the length of any suspension imposed or (ii) 28 days. Nothing shall prevent British Cycling from maintaining a publicly accessible library of past disciplinary decisions.

14.4 The Disciplinary Committee or Appeal Committee in giving a Decision may provide that part of the Decision will be redacted or that details of or the Decision itself may not be published.

14.5 British Cycling may at any time during the disciplinary or dispute resolution process notify any other relevant body of any details relating to the Disciplinary Charge as such body may need to know for the proper exercise of its functions including but not limited to Members.

14.6 Where it appears that public knowledge of a Disciplinary Charge exists, prior to its determination, British Cycling reserves the right to confirm the details of such Disciplinary Charge subject to the consent of the Complainant and the Respondent.



## DISCIPLINARY RULES FOR CYCLE SPORT

### 15 MULTIPLE INCIDENTS

- 15.1 Two or more parties may be dealt with at the same hearing where the proceedings arise out of the same incident or set of facts, or where there is a clear link between separate incidents. In such a situation, the Disciplinary or Appeal Committee will modify the procedures adopted at the hearing as may be appropriate.

### 16 TERMS OF SUSPENSION

- 16.1 Where a suspension is imposed under Regulation 9.5 above, the Disciplinary or Appeal Committee will specify the precise terms and duration of the suspension.
- 16.2 Where a Participant is subject to a suspension imposed by a Disciplinary or Appeal Committee under Regulations 9.5 or 11.42, breaches the terms of such suspension, this may constitute a separate act of Misconduct.
- 16.3 British Cycling will wherever possible recognise and enforce suspensions imposed by other competent sporting disciplinary bodies. Such sporting disciplinary bodies will include (for example):
- (a) Cycling Time Trials;
  - (b) any national cycling federation affiliated to the UCI.
- 16.4 If a Disciplinary Charge against a team, club or other entity affiliated to British Cycling is upheld, the Disciplinary or Appeal Committee will be permitted to impose any sanction that it deems appropriate.

### 17 FINANCIAL LIABILITY TO BRITISH CYCLING

- 17.1 Fines, costs and/or compensation awards imposed by a Specified Sanction, Disciplinary Committee or Appeal Committee shall be payable within 28 days of the final decision.
- 17.2 All financial liabilities payable under these Regulations shall be sent to the headquarters of British Cycling.
- 17.3 If the total sum is not settled within 28 days, the Participant shall be automatically suspended from membership of British Cycling from the 28th day after the final decision was made until the day payment is received.

- 17.4 Any such automatic suspension shall apply immediately and run consecutively with any other suspension(s) imposed. The end date of such other suspension(s) shall therefore automatically be increased by the period of time the sum was outstanding for.

### 18 MISCELLANEOUS

- 18.1 The previous decisions of the Disciplinary Committee and the Appeal Committee taken pursuant to these Regulations shall be of persuasive effect, but shall not be binding on future Disciplinary Committees and Appeal Committees.
- 18.2 British Cycling will not be liable to any Participant, or body for any loss, however caused, whether direct, indirect, financial or consequential arising out of or in connection with any disciplinary action taken under the Rules.
- 18.3 The Regulations are binding on all Participants and relate to all British Cycling's rules, policies, codes and procedures and its statement of values as from time to time established in the furtherance of its objects (other than its anti-doping and safeguarding policies) and subsequent resignation from membership or cessation from being a Club or Participant shall not prevent British Cycling taking disciplinary action in accordance with the Regulations in relation to a Complaint or Investigation that took place or partially took place whilst the Respondent was a Club or Participant.
- 18.4 Any deviation from any provision of these Regulations and/or any irregularity, omission, technicality or other defect in the procedures will not invalidate any finding, procedure or decision unless it is shown to render the proceedings unreliable or to have caused a miscarriage of justice.
- 18.5 In the event that a particular incident occurs for which there is no provision in these Disciplinary Rules, then the Disciplinary Officer may either refer the matter to a Legally Qualified member of the Disciplinary Panel, a Disciplinary Committee, Appeal Committee (as applicable) or else take such action that they consider appropriate in the circumstances. All matters shall be dealt with in accordance with general principles of natural justice and fairness.





- 18.6 The Regulations may be amended by the Board from time to time, with such amendments coming into effect on the date specified by British Cycling.
- 18.7 Disciplinary and Appeal Committees may make recommendations to British Cycling, including regarding amendments to these Disciplinary Rules, which the Disciplinary Officer will, where applicable, refer to the Board for its consideration.
- 18.8 If any part of these Regulations is held invalid, unenforceable or illegal for any reason, these Regulations will remain in full force apart from that part, which will be treated as if it had been deleted to the extent to which it is invalid, unenforceable or illegal.
- 18.9 These Regulations and all matters and proceedings arising out of or in connection with them (including any dispute or claim relating to non-contractual obligations) are governed by and construed in accordance with the laws of England and Wales, and the courts of England and Wales have exclusive jurisdiction in relation to these Regulations and any decision made hereunder.
- 18.10 It is acknowledged that, by virtue of their participation in events organised, licensed, convened, authorised or recognised by the UCI, certain Participants may also be subject to separate Regulations of the UCI, and that the same conduct of such Participants may implicate not only these Regulations but also such other Regulations of the UCI that may apply. In cases where there have been offences under these Regulations and under the Regulations of the UCI, British Cycling will liaise with the UCI in order to determine the appropriate course.



# DISCIPLINARY RULES FOR CYCLE SPORT



## APPENDIX 1: PROFORMA COMPLAINT

Identity of the person/team who is the subject of the Complaint:	
Event:	
Venue:	
Date of incident:	
Details of incident and why the conduct constitutes Misconduct:	
Further information:	
Name:	
Date:	
Membership number (if applicable):	

**Note:** Any documentary evidence (witness evidence, race report etc.) should be attached to the Complaint



## APPENDIX 2: TABLE OF RECOMMENDED SANCTIONS

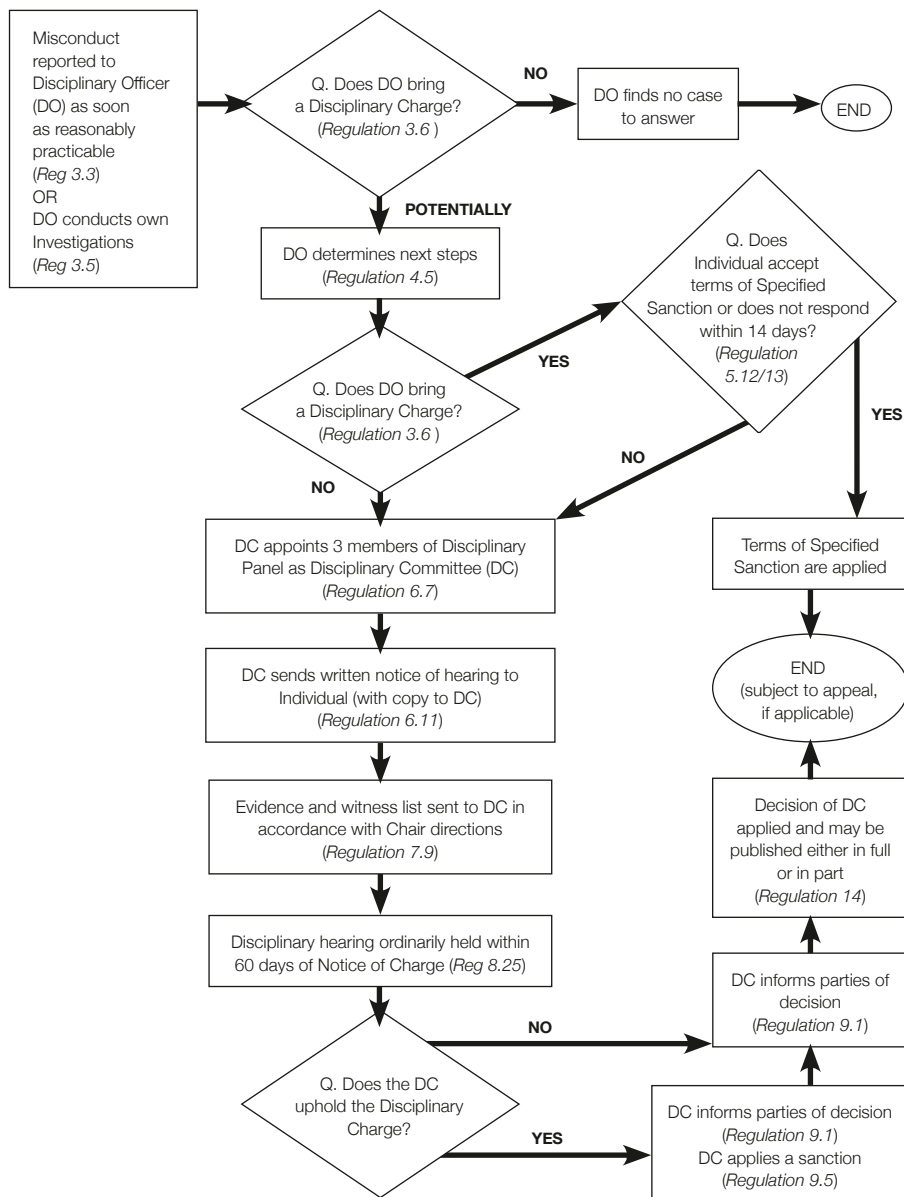
	Act of Misconduct	Recommended Sanction Based on Scale of Seriousness
1	Disobedience of the reasonable directions of a Race Official	<p><b>Minimum sanction:</b></p> <ul style="list-style-type: none"> <li>£25 fine; and/or</li> <li>3-month suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul> <p><b>Maximum sanction:</b></p> <ul style="list-style-type: none"> <li>£250 fine; and/or</li> <li>1-year suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul>
2	Dangerous riding and/or compromising the safety of another Participant	<p><b>Minimum sanction:</b></p> <ul style="list-style-type: none"> <li>£25 fine; and/or</li> <li>3-month suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul> <p><b>Maximum sanction:</b></p> <ul style="list-style-type: none"> <li>£250 fine; and/or</li> <li>1-year suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul>
3	Verbal abuse of Race Officials	<p><b>Minimum sanction:</b></p> <ul style="list-style-type: none"> <li>£25 fine; and/or</li> <li>3-month suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul> <p><b>Maximum sanction:</b></p> <ul style="list-style-type: none"> <li>£250 fine; and/or</li> <li>1-year suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul>
4	Use of offensive or foul language	<p><b>Minimum sanction:</b></p> <ul style="list-style-type: none"> <li>£25 fine; and/or</li> <li>1-month suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul> <p><b>Maximum sanction:</b></p> <ul style="list-style-type: none"> <li>£250 fine and/or;</li> <li>1-year suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul>
5	Unsporting conduct	<p><b>Minimum sanction:</b></p> <ul style="list-style-type: none"> <li>£25 fine and/or;</li> <li>1-month suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul> <p><b>Maximum sanction:</b></p> <ul style="list-style-type: none"> <li>£250 fine and/or;</li> <li>1-year suspension of Licence and/or of Membership and/or from participation in Events.</li> </ul>
6	Breaching the terms of any suspension imposed by British Cycling/ failure to pay a fine or levy owed to British Cycling	<p><b>Minimum sanction:</b></p> <ul style="list-style-type: none"> <li>3-month suspension in addition to original suspension (to be imposed consecutively).</li> </ul> <p><b>Maximum sanction:</b></p> <ul style="list-style-type: none"> <li>One-year suspension in addition to original suspension (to be imposed consecutively).</li> </ul>



## DISCIPLINARY RULES FOR CYCLE SPORT

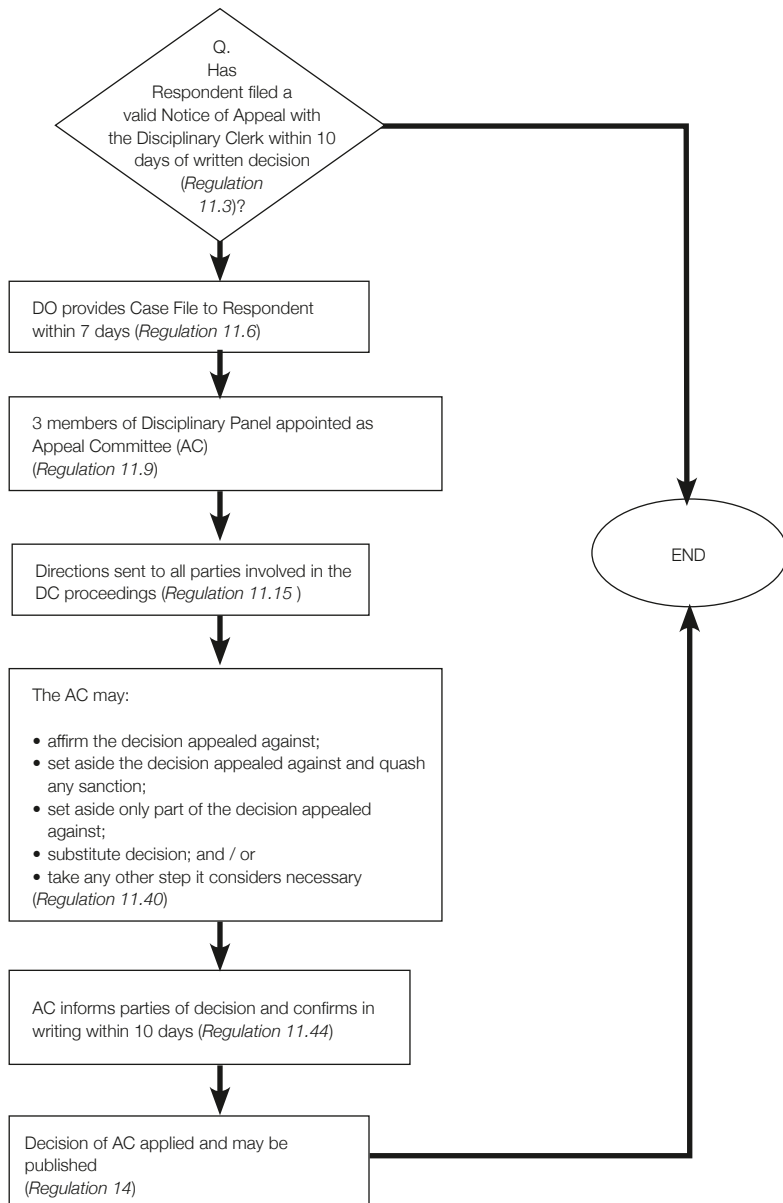
### APPENDIX 3: FLOWCHART OF PROCEDURE UNDER THESE DISCIPLINARY RULES

#### Disciplinary Process





## Appeal Process





## NOTES



NOTES





# EQUALITY POLICY

## EQUALITY POLICY

### 1 STATEMENT OF INTENT

- 1.1 British Cycling is fully committed to the principles and active promotion of equality of opportunity. British Cycling is responsible for ensuring that no job applicant, employee, member or volunteer receives less favourable treatment on the grounds of a protected characteristic. Protective characteristics are disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sexual orientation, sex (gender) and age.
- 1.2 British Cycling will ensure that there will be open access to all those who wish to participate in the sport or associated recreational activity and that they are treated fairly.
- 1.3 The "active promotion of equality of opportunity" implies that British Cycling is seeking to move from simply complying with legislation and good practice towards embracing diversity.

### 2 PURPOSE OF THE EQUALITY POLICY

- 2.1 British Cycling will ensure that no sections of the community are denied the opportunity to participate and make progress in the sport or recreational activity.
- 2.2 British Cycling will take steps to prevent discrimination or other unfair treatment for its employees, members or volunteers, whether intentional or unintentional, direct or indirect.

### 3 LEGAL REQUIREMENTS

- 3.1 British Cycling is required by law not to discriminate against its employees or members or in the provision of services and recognises its legal obligations under current, relevant acts and related obligations.

### 4 DISCRIMINATION / HARASSMENT / BULLYING / VICTIMISATION

- 4.1 British Cycling is committed to ensuring that its employees, members and competitors are able to conduct their activities in an environment that is free from harassment, intimidation or bullying.
- 4.2 British Cycling regards discrimination, harassment or bullying, as described below, as gross misconduct. Any member of British Cycling or affiliated club, who discriminates against any other person, may be liable to appropriate disciplinary action.
- 4.2.1 Direct Discrimination: This occurs by treating a person worse than someone else because of a protected characteristic. In the case of pregnancy and maternity this can occur if they have the protected characteristic without needing to compare treatment to someone else. Additionally direct discrimination can occur because someone is thought to have a protected characteristic or because they associate with someone who has a protected characteristic.
- 4.2.2 Indirect Discrimination: This occurs by putting a rule or way of doing things that has a worse impact on someone with a protected characteristic than someone without one, when this cannot be objectively justified.
- 4.2.3 Discrimination Arising From Disability: This occurs by treating a disabled person unfavourably because of something connected with their disability when this cannot be justified.
- 4.2.4 Failing to make Reasonable Adjustment: This occurs by failing to make reasonable adjustment for disabled people which cannot be justified.
- 4.2.5 Harassment: Is unwanted conduct which has the purpose or effect of violating someone's dignity or which is hostile, degrading, humiliating or offensive to someone with a protected characteristic or in a way that is sexual in nature.





4.2.6 Bullying: Bullying is one form of personal harassment. It is the misuse of power or position to persistently criticise or to humiliate and undermine an individual's confidence.

4.3 Victimisation: Treating someone less favourably because they have taken (or might be taking) action under the Equality Act or supporting someone who is doing so.

## 5 IMPLEMENTATION

5.1 A copy of this document will be available to all employees, members and volunteers of British Cycling.

5.2 All employees, members and volunteers have responsibilities to respect, act in accordance with and thereby support and promote the spirit and intentions of this policy.

5.3 British Cycling will take measures to ensure that its recruitment and employment practices are non- discriminatory.

5.4 A planned approach will be adopted to eliminate barriers which discriminate against particular groups.

5.5 British Cycling will ensure that consultants, advisers and suppliers used by British Cycling can demonstrate their commitment to the principles and practice of equality.

## 6 POSITIVE ACTION

6.1 British Cycling may take positive action for any group which is under-represented in membership, representative bodies, workforce or participation events that share a protected characteristic and suffer a disadvantage connected to the characteristic. Additionally British Cycling may take positive action in the provision of services for people who share a protected characteristic.

## 7

### MONITORING AND EVALUATION

7.1 British Cycling will regularly monitor and evaluate the policy, practices, procedures and operations on an ongoing basis and will inform employees and members of their impact.

7.2 The Chief Executive has overall responsibility for the implementation of the Equality Policy.

7.3 The British Cycling Board is responsible for ensuring that this Equality Policy is followed and to provide appropriate procedures to deal with the investigation and disciplinary hearing in connection with any alleged breach of the Equality Policy and/or any related Codes of Practice which may be issued by the Board from time to time.

## 8

### DISCIPLINARY AND GRIEVANCE PROCEDURES

8.1 To safeguard individual rights under the policy an employee, member or volunteer who believes that he/she has suffered inequitable treatment within the scope of the policy may raise the matter through the appropriate grievance procedure.

8.2 Appropriate disciplinary action may be taken against any employee, member or volunteer who contravenes the Equality Policy

8.3 British Cycling is committed to ensuring that individuals feel able to raise any grievance and no employee, member or volunteer will be penalised for doing so unless it is untrue and not made in good faith.



## CODE OF CONDUCT

### British Cycling code of conduct for Member Clubs, Individual Members, Staff, Coaches, Officials and Volunteers.

British Cycling is the trading name of the British Cycling Federation which is the governing body of cycle sport in the UK as recognised by the Union Cycliste Internationale and the Sports Councils. This document is the Organisation's code of conduct, which offers guidance on good practice for everyone involved in the sport of cycling, whether they be British Cycling staff, individual members, coaches, race officials, member club officials or volunteers.

The code of conduct is divided into four sections:

- **Rights:** which outlines the basic rights of individuals to take part in the sport of cycling
- **Relationships:** which offers guidance on personal relationships in cycling, in particular those between coaches, or others in positions of influence and riders
- **Personal Standards:** which outlines the standards of personal conduct and behaviour expected within the sport at all levels
- **Professional Standards:** which details the commitment to best practice and ongoing professional development expected of officials, coaches, volunteers and all others in positions of authority within British Cycling

#### RIGHTS

##### Statement

It is essential that all people involved in cycling recognise and ensure that everyone has an equal right to participate in the sport.

##### Issues

- British Cycling's member clubs, members, staff, coaches, officials and volunteers should:
- Make every effort to make cycling a sport where everyone is treated as an individual and which is open and available equally to all members of society.
- Make every effort to ensure that cycling in all its forms offers the individual the opportunity to participate without fear or harassment. Where a participant experiences fear, harassment or bullying, the

individual has a right to make a complaint and for that complaint to be heard and acted upon in accordance with the relevant policy

- Respect the right of riders to consult with other coaches and experts.
- Encourage everyone to have a balanced lifestyle, therefore protecting their welfare both outside and within the sport.

##### Actions

British Cycling's member clubs, members, staff, coaches, officials and volunteers should:

- Ensure that all individuals in cycling are, at all times, treated with respect.
- Not discriminate against an individual for any reason, whether it be race, colour, gender, marital status, sexuality, age, disability, occupation, religion or political persuasion.
- Challenge discrimination in whatever form it takes.
- Always behave with discretion when discussing individuals, athletes or coaches and avoid engaging in descriptions or publicly criticising them in a way which they may find demeaning.
- Communicate with each other in a way which reflects respect and care. This is especially important in rider/coach relationships, when a coach is providing feedback to a rider and when dealing with children or vulnerable adults.

#### RELATIONSHIPS

##### Statement

British Cycling's member clubs, members, coaches, staff, officials and volunteers should build relationships within the sport which are open and honest, and founded on mutual trust and respect.

##### Issues

- Members, coaches, staff, officials and volunteers must not behave in any way which involves or could be construed as abuse of any kind, whether it be sexual, physical, emotional, neglectful or bullying. The welfare and best interests of everyone involved with the sport should be respected and promoted at all times. Individuals should be empowered to be responsible for their own decisions.



- Anyone involved in a position of authority or engaged in a coaching, or any other form of relationship directly related to the sport, must avoid sexual intimacy during that relationship. This should also extend for a period of time immediately following the end of that relationship.
- Members, coaches, staff, officials and volunteers must always take action if they have concerns about an adult's behaviour towards a child.
- When coaching is offered, it is important to clearly define the level of expertise, services and any fees involved.
- Coaches should work with and communicate with a range of individuals and organisations that will benefit the rider and provide them with a broader range of services and knowledge. Equally, coaches should discuss and agree with a rider other sources of information and guidance if they believe it will be of benefit to the rider.

## Actions

Members, coaches, staff, officials and volunteers should take into account the physical needs of riders, both in and out of competition. Issues such as the volumes and intensity of their training and competitive cycling should be addressed with particular care. This is especially important with young riders who are still growing.

Physical contact during both competitive and non-competitive cycling activities should be limited to that which is appropriate and necessary. It should always be with the consent and approval of the rider/athlete.

Any form of sexually related contact with an under age athlete is strictly forbidden. So too are sexual innuendo, flirting or any inappropriate gestures and terms. It is every adult's responsibility to inform a child's parents immediately if there are any concerns for the welfare of that child.

When a young rider is intending to undertake any form of coach led cycling activity, it is the responsibility of the coach or responsible adult to discuss fully the potential impact of the programme with parents and/or other interested parties.

If an intimate relationship is developing between a coach and a rider they are coaching, then the rider should immediately be transferred to another coach. It is the duty of coaches and other cycling officials to know and understand British Cycling's policies and procedures in this regard. It is equally important to follow the reporting procedures laid down by British Cycling if an individual has a concern – failing to act is not acceptable.

Governing Bodies, Clubs, Region and other forms of association within the sport, should involve and consult members at all levels in decision-making processes. Members, coaches, staff and officials must respect all cyclists' opinions concerning their participation in cycling. Equally, cyclists at all levels should be encouraged to take responsibility for their own development and actions within the sport and be aware of and respect the Technical Regulations under which cycling competitions are conducted. Where decisions are made concerning a cyclist's involvement in the sport, whether it be with a coach or other person in a position

of responsibility, care must be taken to include the cyclist in the decision-making process except during competitions when this process is governed by the Technical Regulations.

Coaches or other persons in positions of responsibility should keep cyclists and/or their parents informed of the requirements of the sport, both physical and, where appropriate, financial. An understanding of the potential for conflicts of interest and a willingness to resolve them is also important. In particular, coaches should be careful not to work with any other coach's riders without first discussing or agreeing it with both the coach and the rider involved. In all relationships within the sport – including club/rider or coach/rider - mutual agreement should also be reached on what information concerning the cyclist should remain confidential.

## PERSONAL STANDARDS

### Statement

British Cycling's member clubs, members, coaches, staff and officials should demonstrate proper personal behaviour and conduct at all times.

### Issues

British Cycling's clubs, members, coaches, staff, officials and volunteers must be fair, honest and considerate to riders and other individuals involved in the sport

British Cycling's clubs, members, coaches, staff, officials and volunteers must attempt to provide positive role models for others in the sport at all times



## CODE OF CONDUCT

### Actions

- It is essential to act within the Technical Regulations and the spirit of cycling at all times and behave with respect, displaying control, dignity and professionalism at all times.
- British Cycling's member clubs, members, coaches, staff, officials and volunteers must be prepared to familiarise themselves with issues relating to the use of performance enhancing drugs and banned methods in sport and co-operate fully with UK Sport and British Cycling policies in this area. Coaches and officials have a responsibility to provide education and guidance on these issues.
- Coaches and clubs should maintain previous levels of interest and support for an athlete when they are injured or sick.
- High standards of behaviour are expected of everyone within the sport, whether it be of language, manner, appearance or punctuality. Quality preparation and presentation are also important aspects of coaching and educational work.

People in positions of authority or influence, or who may be considered role models, should not smoke, drink alcohol or use recreational or performance enhancing drugs whilst involved with the sport or its participants in any way.

### PROFESSIONAL STANDARDS

#### Statement

To maximise the enjoyment and benefits of cycling, minimise the risks to participants and competitors and ensure safe and correct practice, all officials, coaches and others in positions of authority within the sport, must attain a high level of competence through qualifications and a commitment to ongoing training and must support and implement the codes of conduct and policies of the Federation.

#### Issues

British Cycling's member clubs, members, coaches, staff, officials and volunteers should strive to provide a safe environment that maximises the enjoyment and benefits of cycling and minimises risks to participants and competitors, thus helping them to achieve their goals. Safe and correct practice must be carried out and promoted at all times.

Officials, coaches and others in positions of authority within the sport should at all times strive to be professional and accept responsibility for their actions. They should make an ongoing commitment to provide participants and competitors with a quality service. Beyond that, they should actively promote the positive benefits to society of participation in cycling. They should contribute to the development of their own field of expertise or responsibility by exchanging knowledge and ideas with others and by gaining appropriate British Cycling (or other approved body) qualifications.

#### Actions

- Member clubs, members, coaches, staff, officials and volunteers should follow British Cycling's guidelines.
- Participation in British Cycling's competitive events should only go ahead with full observance of the technical regulations governing the sport in general and the individual disciplines within the sport.
- Coaches and club officials should plan all structured or group cycling to meet the needs and safety of the riders involved. Coaching sessions, in particular, should be progressive and appropriate.
- Clubs and coaches should maintain appropriate records of members and of coached riders. Whenever a coach is advising a rider, they should recognise and accept when it is appropriate to refer them to another coach or specialist.
- Coaches and officials should seek to attain the highest level of qualification available and maintain an up-to-date knowledge and understanding of technical developments within cycling, and of other issues which may have an influence their rider(s) or their own professional ability.
- British Cycling's member clubs, members, coaches, staff, officials and volunteers should be aware of the social issues and how cycling can contribute to local, regional or national initiatives. Every opportunity to recruit people into the sport or to use cycling as an educational tool should be taken.
- Coaches should identify and contribute to initiatives which will improve the standards and quality of coaching, both in cycling and other sports. By operating in an open and transparent fashion with each other, coaches can benefit from shared knowledge and experience.



- When involved in coaching, or any other area of specialist knowledge or expertise, individuals should look to take an analytical approach, including identifying their professional needs. They should be committed to participating in continuous professional development, through both training and experience.
- Anyone engaged in positions of responsibility within cycling should be aware of the need to manage their lifestyle and commitments to the sport, to avoid burn-out, stress or a lowering of standards which may impact on themselves or others.
- It is vital that no one in cycling, at any level, assumes responsibility for any role which they are not qualified or prepared for. Above all, they should not mislead others as to their level of qualification or competence.





NOTES



NOTES



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## SAFEGUARDING & PROTECTING CHILDREN



Term	Definition / Explanation
Adult	A person of or over the age of 18 years
Barring Status Check	A check against the list of individuals who may be barred from working with children and therefore should not be engaging in regulated activity.
Child	Anyone under the age of 18.
Child Protection in Sport Unit (CPSU)	The CPSU team is sited within the National Society for the Prevention of Cruelty to Children (NSPCC) and was established with joint funding from Sport England.
Children's Social Care Services	The Local Authority statutory agency with responsibility for safeguarding and protecting children and families, formerly known as Social Services.
Club Welfare Officer (CWO)	The designated individual within a British Cycling affiliated club whose responsibilities are explained in Section 5.1.
Disclosure and Barring Service (DBS)	The DBS was formed through a merger of the Criminal Records Bureau and Independent Safeguarding Authority. A DBS check will access an individual's criminal record information for registered bodies who deploy people working with children so that they can make an informed decision about the individuals suitability to work in that position. Additionally the DBS will complete a Barring Status Check on an individual whose role fulfils the relevant criteria of Regulated Activity.
Disclosure Scotland	Agency who operate similar to DBS in Scotland
Duty of Care	The duty that rests upon an individual or organisation to ensure that all reasonable steps are taken to ensure the safety of any person involved in an activity for which that individual or organisation is responsible (SG 3.1).
In loco parentis	The additional obligation on a coach, or other individual with responsibility for children, to act as a 'reasonable parent' would be expected to act.
Local Safeguarding Children Board (LSCB)	They co-ordinate what is done by all agencies/organisations who provide
Member	A 'member' of British Cycling who holds either Gold, Silver, Bronze, Family or Ride membership and is bound by the rules and regulations of British Cycling.
Parent / Carer	A generic term which includes parents, carers and guardians
Personnel	Employees of British Cycling and its affiliated clubs or facilities used in cycling as well as volunteers and all participants in the sport of cycling.
Position of trust	Where an individual, such as a coach, teacher, or club officer who makes decisions for or about a child, can influence the child's actions and may misuse that position to groom or abuse the child. This position can be a positive one, in building confidence and self-esteem in children.
Protection of Freedoms Act 2012	This legislation contains all of the new safeguarding and vetting requirements additional to the Safeguarding Vulnerable Groups Act 2006



## SAFEGUARDING & PROTECTING CHILDREN



Registered Body	An organisation such as British Cycling that is able to act as a recipient of DBS information on behalf of its members
Regulated Activity	<p>Regulated Activity (RA) involves contact with children and is:</p> <p>Of a specific nature e.g. training, teaching, supervising, advice, treatments or transport provided for the purposes of the activity</p> <p>Or</p> <p>In a specified place e.g. schools, children's homes and hospitals, juvenile detention facilities, adult care homes.</p> <p>And</p> <p>Occurs once a week or more And/or</p> <p>Occurs on four or more occasions in a 30 day period And/or</p> <p>Occurs overnight between 2am and 6am.</p> <p>Following the introduction of the Protection of Freedoms Act 2012 an additional element to this definition is included which states that "unsupervised" volunteers and employees in regulated activity may be required to have a check (additional to criminal records checks) to ascertain whether they are barred from working with children.</p>
Regulated Activity Provider	The person or organisation responsible for employing or deploying workers to facilitate an activity, whether these workers are paid or unpaid. See SG 2.1
Risk assessment	A procedure to help identify possible sources of danger and take appropriate action to minimise these risks taking into account the age, number, competence of participants, weather, activity etc.
Rider	Generic term to include every type of cyclist including children
Safeguarding Lead Officer (SLO)	British Cycling Officer whose responsibilities are explained in Section 5.2
Safeguarding Vulnerable Groups Act 2006	Established ISA and VBS to protect children and vulnerable adults. See SG 2.1.
SG	Safeguarding Guidance documents, detailed in Section 10
Significant Access	<p>Being in a position to have regular and direct contact with children/Vulnerable Adults whether as a volunteer or employee (see 'Position of Trust'). This is a 'regulated position':</p> <ol style="list-style-type: none"> <li>Those whose normal duties (paid or unpaid) include caring for, training, supervising or being in sole charge of those under 18 years of age.</li> <li>Those whose normal duties include supervising or managing an individual in his work in a regulated position.</li> </ol>
Vulnerable Groups	A collective term referring to both children and Vulnerable Adults
Welfare of the child is paramount	This is a key principle of the Children Act 1989. It means that the needs of children override those of the adults working with them.



# SAFEGUARDING & PROTECTING CHILDREN

## 1. SAFEGUARDING AND PROTECTING CHILDREN POLICY

### 1.1 General Principles

Everyone who participates in cycling is entitled to do so in a safe and enjoyable environment.

- All British Cycling clubs, events and associated individuals must follow the policies defined in this document.
- British Cycling is committed to helping everyone in cycling accept their responsibility to safeguard children from harm and abuse and support them to do so.
- This document sets out the procedures you need to follow to protect children and what you need to do if you have any concerns.

### 1.2 Scope

These policies apply to all riders, coaches, volunteers, employees and anyone involved in cycling, whether or not they are British Cycling members. All these people have a duty of care to safeguard the welfare of children and prevent their abuse.

### 1.3 Why these policies are needed

Abuse can occur in many situations including the home, school and the cycling club. We know that some individuals will actively seek access to children through sport in order to harm them.

### 1.4 Policy Statement

British Cycling is committed to:

- making the welfare of children paramount. This means that the need to ensure that children are protected is a primary consideration and may override the rights and needs of those adults working with them.
- enabling everyone whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity to participate in cycling in a fun and safe environment.
- taking all reasonable steps to protect children from harm, discrimination and

degrading treatment and to respect their rights, wishes and feelings.

- taking seriously all suspicions and allegations of poor practice or abuse and responding swiftly and appropriately to them in accordance with current procedures.
- ensuring that all British Cycling employees who work with children are appropriate for that role and responsibilities and provided with relevant training.
- requiring all its member clubs, events and commissions to accept responsibility for the welfare of the children in their care in accordance with all British Cycling's policies and procedures, and to incorporate these in their constitutions and rules.
- recognising that children and families from minority group backgrounds may face barriers to accessing help and reporting concerns in respect of safeguarding issues.

## 2. GOOD PRACTICE, POOR PRACTICE & ABUSE

### 2.1 Introduction

It can be difficult to distinguish poor practice from abuse, whether intentional or accidental. It is not the responsibility of any individual involved in cycling to make judgements regarding whether or not abuse is taking place, however, all British Cycling personnel have the responsibility to recognise and identify poor practice and potential abuse, and act on this if they have concerns as explained in section 3.

### 2.2 Good Practice

The role of a coach enables that individual to potentially develop a close relationship with children. All coaches have a responsibility to maintain high standards of professional practice.

British Cycling strongly advises that coaches of junior cyclists:

- are a British Cycling member.
- are bound by the British Cycling Code of Conduct (SG 1.1) and Sports Coach UK Code of Conduct.



- are a qualified British Cycling coach.
- have completed Safeguarding and Protecting Children training.
- are suitably educated in Child Protection and First Aid as a minimum standard.

Everyone should:

- conduct a risk assessment before undertaking any cycling related activities.
- aim to make the experience of cycling fun and enjoyable.
- promote fairness and playing by the rules.
- not tolerate the use of prohibited or illegal substances.
- treat all children fairly and preserve their dignity; this includes giving more and less talented members of a group similar attention, time and respect commensurate with their needs.

Coaches and those working directly with children should:

- respect the developmental stage of each cyclist and not risk compromising their welfare in a desire for club or personal achievement.
- ensure that the training intensity is appropriate to the physical, social and emotional stage of the development of the rider (further information is available from the Coaching resources).
- work with parents and children to develop training and competition schedules which are suited to the needs and the lifestyle of the rider, not the ambitions of the parents, coaches, team managers or club.
- build relationships based on mutual trust and respect, encouraging children to take responsibility for their own development and decision-making
- always be publicly open when working with children:

- avoid coaching sessions or meetings where a coach and an individual athlete are completely unobserved.
- keep parents informed about the content and nature of any communications you have directly with their children including emails and text messages.
- try to avoid one on one situations in changing rooms. If children need to be supervised/ helped try to involve parents or carers.
- maintain an appropriate and open environment, with no secrets.
- avoid unnecessary physical contact with young people. Physical contact (touching) can be appropriate so long as:
  - it is neither intrusive nor disturbing.
  - the reason that it is necessary has been fully explained.
  - the rider's permission has been openly given.
  - it is delivered in an open environment.
- maintain a safe and appropriate relationship with cyclists. It is inappropriate for coaches and others in positions of trust to have an intimate relationship with a child under 18 years. This could be a criminal offence, an 'abuse of trust' as defined by the Sexual Offences (Amendment) Act 2000.
- be an excellent role model by maintaining appropriate standards of behaviour guarding.
- gain written parental consent, to act in loco parentis for the administration of emergency first aid or other medical treatment if the need arises.
- be aware of any medical conditions, existing injuries, disabilities and medicines being taken. Keep a written record of any injury or accident that occurs, together with details of any treatment given.
- ensure that someone with appropriate training in and current knowledge of emergency first aid is available.



# SAFEGUARDING & PROTECTING CHILDREN



## 2.3

- gain written parental consent for any travel arrangements where appropriate and ensure risk assessments are completed taking into consideration the vehicle, length of drive, road conditions etc and ensure appropriate supervision is in place within British Cycling Coaching guidelines.

- gain written parental consent where an activity includes an overnight stay (see SG 4.2).

Parents should:

- talk regularly with their children about their cycling activities and their welfare.
- talk regularly with their child's coach about their child's cycling activity.
- monitor the relationships that are inevitably created through their child's participation in cycling.
- monitor any communications that their child receives regarding their participation in cycling.
- contact British Cycling's SLO should there be concerns about any inappropriate behaviour.

### Poor Practice

The following are regarded as poor practice and should be avoided:

- contacting riders in excess of what a reasonable, professional coach would.
- spending excessive amounts of time alone with children away from others.
- engaging in rough, physical or sexually provocative games.
- allowing or engaging in inappropriate touching of any form.
- using inappropriate language to a child or allowing children to use inappropriate language unchallenged.
- making sexually suggestive comments to a child, even in jest.
- reducing a child to tears as a form of control.

- letting allegations made by a child go un-investigated, unrecorded, or not acted upon.

- doing things of a personal nature that children can do for themselves.
- taking children alone in a car on journeys, however short (see note below).

- inviting or taking children to your home or office where they will be alone with you (see note below).

- sharing a room with a child.

**Note:** *In exceptional circumstances it may be impractical to avoid some of these particular examples of poor practice. In which case, to protect both the children and yourself, you must seek parental consent and also make sure that the CWO of your club/organisation is aware of the situation and gives approval.*

*If whilst in your care a child is accidentally hurt, the child seems distressed in any way, appears to be sexually aroused by your actions, or misunderstands or misinterprets something you have done, report any such incidents as soon as possible to another adult and make a brief written note of it. Parents should also be informed of the incident.*

## 2.4

### Abuse

Abuse is a broad term in the context of safeguarding children. There are many degrees of abuse and it can take many forms. This can range from low-level name calling or ridiculing of a rider, which may be considered "poor practice" to serious neglect or physical attacks which would likely lead to a child protection investigation being conducted.

Abuse in all its forms can affect a child at any age. The effects can be so damaging that without appropriate intervention, they may continue to have a very negative impact upon an individual into adulthood.

An individual who has been abused may:

- find it difficult, or impossible to maintain a stable, trusting relationship.
- become involved with drugs or prostitution.
- attempt suicide or self-harm.
- go on to abuse another child.



- show angry or volatile behaviour without reason.

Those who belong to a group that may be considered additionally vulnerable such as those with disabilities may be at increased risk of abuse through various factors such as:

- stereotyping.
- prejudice.
- discrimination, including ethnic or racial.
- isolation.
- powerlessness to protect themselves.
- inability to communicate that abuse has occurred.

## 2.4.1 Indicators of Abuse

Even for those experienced in working with child abuse, it is not always easy to recognise a situation where abuse may occur or has already taken place. It is not the responsibility of those working in cycling to decide that child abuse is occurring, but it is their responsibility to act on any concerns.

Indications that a child is being abused may include one or more of the following:

- unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries or an injury for which an explanation seems inconsistent.
- the child describes what appears to be an abusive act involving him/her.
- someone else, a child or adult, expresses concern about the welfare of a child.
- unexplained changes in a child's behaviour, e.g. becoming very quiet, withdrawn, displaying sudden outbursts of temper or behaviour changing over time.
- inappropriate sexual awareness.
- engaging in sexually explicit behaviour.

- distrust of adults, particularly those with whom a close relationship would normally be expected.
- difficulty in making friends.
- being prevented from socialising with other children.
- displaying variations in eating patterns including overeating or loss of appetite.
- losing weight for no apparent reason.
- becoming increasingly dirty or unkempt.

Abuse may be classified under the following headings:

## 2.4.2 Neglect

*"Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs." (Working together to safeguard children 2010)*

In a cycling context this could include:

- a coach not keeping children safe by exposing them to undue cold, heat or the unnecessary risk of injury e.g. allowing cyclists under their supervision to train or race inappropriately clothed for the prevailing conditions.
- a parent consistently leaving a child without adequate provisions e.g. food, water, clothing, sun protection.

## 2.4.3 Physical Abuse

*"Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of or induces illness in a child." (Working together to safeguard children 2010)*



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In a cycling situation this could include:

- a coach disregarding the individual requirements of each child's growing body or needs when setting a training programme.
- a coach shaking a rider who has misbehaved during a session.

### 2.4.4

#### **Sexual Abuse**

*"Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, whether or not the child is aware of, or consents to, what is happening. The activities may involve physical contact, including penetrative acts such as rape, buggery or oral sex or non-penetrative acts such as fondling. It may also include non-contact activities such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways." (Working together to safeguard children 2010)*

In a cycling situation indicators could include:

- a coach engaging in unnecessary and inappropriate physical contact e.g. massaging the thighs of the riders suggestively.
- a coach making suggestive comments to their riders.
- an inappropriately close relationship developing between a rider and a coach.
- an individual spending an unnecessary amount of time in the changing area when children are present.

### 2.4.5

#### **Emotional Abuse**

*"Emotional abuse is the persistent emotional ill treatment of a child such as to cause severe and persistent adverse effects on the child's emotional development. It may involve making the child feel or believe that they are worthless or unloved, inadequate or valued only insofar as they meet the needs of another person. It may feature age or developmentally inappropriate expectations being imposed on children. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying causing children to frequently feel*

*frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone." (Working together to safeguard children 2010)*

In a cycling situation this could include:

- a parent or coach subjecting a rider to constant criticism, name-calling, sarcasm, bullying or racism.
- a parent or coach putting a rider under unrealistic pressure in order to perform to high expectations.

### 2.5

#### **Bullying**

*"Bullying is deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those being bullied to defend themselves" (Working together to safeguard children 2010)*

Bullying can be:

- Emotional - being unfriendly, excluding (emotionally and physically), sending hurtful text messages, tormenting, (e.g. hiding kit or equipment, threatening gestures).
- Physical - pushing, kicking, hitting, punching or any use of violence.
- Racist - racial taunts, graffiti or gestures
- Sexual - unwanted physical contact or sexually abusive comments.
- Homophobic - because of, or focussing on, the issue of sexuality.
- Verbal - name-calling, sarcasm, spreading rumours, teasing.

### 2.5.1

#### **Anti-Bullying Policy**

British Cycling is committed to fostering a caring, friendly and safe environment for everyone involved in cycling so that they can participate in a relaxed and secure atmosphere. Bullying of any kind is unacceptable in cycling. If bullying does occur, all riders, coaches, volunteers or parents should be able to tell and know that incidents will be dealt with promptly and effectively.



Bullies come from all walks of life. They bully for a variety of reasons and may even have been bullied or abused themselves. Typically, bullies can have low self-esteem, be excitable, aggressive or jealous. Bullies can be boys or girls, men or women. Although bullying often takes place in schools, research shows it can and does occur anywhere where there is inadequate supervision – on the way to and from school, at a sporting event, in the playground or changing rooms. Competitive sports such as cycling are an ideal environment for the bully.

The bully in cycling can be a:

- parent who pushes too hard.
- coach who adopts a 'win at all costs' philosophy.
- rider who intimidates or ridicules a peer.
- club official who places unfair pressure on a person.
- spectator who constantly shouts abuse.

## 2.5.2 Why is it important to respond to bullying?

Bullying results in pain and distress to the victim. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Cyclists who are bullying need to learn different ways of behaving. Everyone involved in cycling has a responsibility to respond promptly and effectively to issues of bullying. For specific guidance on actions to prevent and deal with bullying, refer to SG 1.5 and SG 1.5a.

## 2.5.3 Signs and Symptoms

The damage inflicted by bullying can frequently be underestimated. It can cause considerable distress to children. A child may indicate by signs or behaviour that he or she is being bullied. Adults should be aware of these possible signs and that they should investigate if a child:

- says they are being bullied.
- is unwilling to go to club sessions.
- becomes withdrawn, anxious or lacking in confidence.

- regularly feels ill before training sessions.
- has clothes torn or possessions damaged.
- has possessions go 'missing'.
- asks for money or starts stealing money (to pay bully).
- has unexplained cuts or bruises.
- is frightened to say what's wrong.
- gives improbable excuses for any of the above.

In more extreme cases:

- starts stammering.
- cries themselves to sleep at night, has nightmares or wets the bed.
- becomes aggressive, disruptive or unreasonable.
- is bullying other children or siblings.
- stops eating.
- self-harms.
- attempts or threatens suicide or runs away.

These signs and behaviours may indicate other problems, but bullying should be considered a possibility and be investigated.

## 2.5.4 Cyber Bullying

Cyber Bullying refers to bullying and harassment through the use of electronic devices such as personal computers and mobile phones - using email, texting and social networking websites.

Cyber Bullying is wilful and involves recurring or repeated harm inflicted through the medium of electronic devices and is meant to cause emotional distress.

Cyber Bullying might include:

- A peer who intimidates through the use of a social networking website.



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- A cycling coach who sends negative feedback about a participant via personal text message.
- A cycling club member who posts negative comments about a fellow member on a club forum.

Cyber Bullying may also include threats, sexual remarks and hate speech. E-Bullies may publish personal contact information of their victims at websites. They may attempt to act as the victim for the purpose of publishing material in their name that would defame or ridicule them.

Cyber Bullying is particularly serious due to the nature in which the abuse occurs. It can be very personal and take place in a closed private format where the victim may feel isolated and the content will not be viewed by parents, friends or siblings. Alternatively it could take place in a public format. It may lead to the victim re-reading any material in private perhaps leading to feelings of paranoia, depression or loneliness.

British Cycling will take all cases of Cyber Bullying seriously and deal with them in line with the standard bullying procedures.

### 3. RESPONDING TO SUSPICIONS AND ALLEGATIONS OF ABUSE

#### 3.1 Introduction

Although most cases of child abuse take place within the family setting, abuse can and does occur in cycling.

- It is essential that all allegations are taken seriously and appropriate action is taken.
- It is not your responsibility to decide if child abuse is taking place.
- It is your responsibility to report your concerns to the British Cycling SLO- no matter how trivial the concern may appear.
- Not acting is not an option.

#### 3.2 Receiving Evidence of Possible Abuse

You may have concerns about abuse/poor practice because:

- you see it happening.
- you recognise signs such as those listed in Section 2.4.1
- someone reports it to you.
- a child approaches you directly.  
If a child says or indicates that they are being abused, or you have concerns about their welfare you should:
- react calmly so as not to frighten them.
- tell them they are not to blame and that it was right to speak up.
- take what they say seriously.
- recognise that there may be inherent difficulties in interpreting what is said by someone who has a speech disability and/or differences in language.
- keep questions to the absolute minimum necessary so that there is a clear and accurate understanding of what has been said.
- reassure them, but do not promise to keep the matter secret – explain that to resolve the problem it will be necessary to inform other people as appropriate.
- the safety of the child is paramount - if the child needs urgent medical attention call an ambulance, inform the doctors of the concern and ensure they are made aware that this is a child protection issue.
- record all information.
- report in accordance with British Cycling's procedures.

A series of British Cycling support documents (SG 1.6, 1.7, and 1.8) are available to help those in receipt of concerns, those against whom allegations have been made and those reporting allegations and concerns.

#### 3.3 Recording Information: Confidentiality And Information Sharing

All concerns that you may receive should be recorded, ideally using the British Cycling form,





Reporting a Safeguarding Concern (SG 1.4).

You are recording this information for:

- yourself, so you have a record of what happened.
- the CWO or other designated welfare person within your club, who will co-ordinate any action that needs to be taken.
- the British Cycling Safeguarding Lead Officer so that they can advise you.
- the Police/Children's Social Care Services if appropriate.

It is not appropriate to share sensitive and confidential information with other people, e.g:

- your club committee.
- members of your club.
- other acquaintances outside cycling.

Any information relating to child protection should be held under secure conditions and made available on a need-to-know basis only.

When recording information on the form you should:

- confine yourself to the facts – what you have observed/ seen, heard or had reported to you.
- distinguish between what is your own personal knowledge and what you have been told by other people.
- not include your own opinions on the matter. Be clear where you are giving either your own or others' interpretation of events and the reasons for this (e.g. context, individual's response to challenge).

British Cycling has adopted the CPSU Information Sharing Protocol. This comprehensive document illustrates clearly, in words and diagrams, how decisions to share information are made within British Cycling and between British Cycling and other bodies. The document is available as SG 5.1 on the British Cycling website.

## 3.4

### Reporting the Concern

The discovery that someone you know may be abusing a child will raise feelings and concerns at your club. Although it can be difficult to report such matters, you must remember that:

- the welfare of the child is paramount.
- being vigilant helps to protect children.
- everyone has a duty of care to report any concerns they have immediately.
- a good reporting structure ensures that concerns are dealt with fairly.

British Cycling's Whistle Blowing Policy (SG 1.10) assures all members, staff, and volunteers that it will fully support and protect anyone who, in good faith, reports a concern that a colleague is or may be abusing a child.

## 3.4.1

### Circumstances Where Reporting To The CWO Is Not Possible

- If the CWO is unavailable or is implicated, talk directly to a senior club officer or go directly to British Cycling's Safeguarding Lead Officer for advice.
- If concerns arise in a setting where there is no CWO, e.g. at a school - inform the head teacher or the member of staff with responsibility for child protection or welfare. Always ensure, in these circumstances, that British Cycling's SLO is informed of the referral.
- When with athletes away from home, inform the person who has responsibility for welfare. This may be the head coach or team leader.

## 3.4.2

### Involving Parents or Carers

British Cycling is committed to working in partnership with parents. In most situations, it is important that the CWO or SLO involves parents to clarify any initial concerns e.g. if a child seems withdrawn, they may have experienced a recent bereavement.

Where a parent or carer may be responsible for the abuse or may not be able to respond to the situation appropriately they should not be involved, as it may place the child at greater risk.



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### 3.4.3 Involving British Cycling

The SLO must be informed of all allegations of abuse and persistent poor practice as soon as possible in order to decide the following:

- what further action should be taken by the club or British Cycling
- whether further action, advice or investigation is needed by/from the Police, Children's Social Care Services or the NSPCC.

Passing on this information is important because the matter may be just one of a series of other instances which together cause concern. It enables the Safeguarding Team to act appropriately to support deal with the concern and to analyse trends and improve existing British Cycling policy and guidance.

Any letters to the SLO regarding referrals should be marked 'private and confidential' and sent to: British Cycling, Stuart Street, Manchester, M11 4DQ. Alternatively the SLO can be contacted on 0161 274 2000 or 0161 274 2002 outside office hours. The SLO or another designated person from British Cycling will keep you notified when appropriate of procedures and timescales whilst any investigation is ongoing.

### 3.4.4 Involving Statutory Agencies

In any case of physical or sexual abuse or where the child's safety is at risk, you should contact one of the following statutory agencies immediately:

- Your local Police Child Protection Team or in an emergency dial 999.
- The police should be involved if the apparent abuse is of a criminal nature or if the incident involves a person outside the child's family. A record should be made of the crime reference number.
- Local Authority Children's Social Care Services (formerly known as Social Services).
- This body has a statutory duty for the welfare of children, especially where the alleged person is a member of the child's family. When a referral is made, their employees have a legal responsibility to investigate. This

may involve talking to the child and family and gathering information from other people who know the child. In an emergency the Samaritans (08457 909 090) will hold the duty officer's contact number.

- NSPCC (freephone 24 hour helpline 0800 800 5000).

All telephone referrals to the above bodies should be confirmed in writing by you within 24 hours to that agency. You should record the following:

- name and job title of the member of staff to whom the concerns were passed
- the time and date of the call
- a summary of the information shared and the response received.

## 3.5 Allegations of Previous Abuse

Allegations of abuse are occasionally made some time after the event, for example by an adult abused as a child by someone who is still working with children. Where such an allegation is made, you should follow the procedures given above and have the matter reported to the SLO, the police and/or Local Authority Children's Social Care Services. This is because other children, either within the sport or outside it, may be at risk from this person. Normally, anyone who has a previous criminal conviction for offences related to child abuse is automatically excluded from working with children.

## 3.6 Barring Individuals from Working with Vulnerable Groups

Individuals working in cycling may be or become barred from working with vulnerable groups. This means they can no longer engage with these groups. This will occur in a number of ways:

- British Cycling may refer an individual to the Independent Safeguarding Authority as recommended by Social Care Services following a safeguarding investigation (Scottish Cycling may refer individuals to the Protecting Vulnerable Groups Scheme in Scotland)



- The individual may be barred due to reasons outside of cycling

British Cycling clubs must be aware of the legal requirement to refer individuals to the above organisations whose behaviour suggests there is a safeguarding concern. British Cycling clubs must contact the Safeguarding Lead Officer who will provide advice, guidance and complete the referral process.

## 3.7 Actions and Sanctions

British Cycling may take action to restrict a member's involvement in cycling during an ongoing investigation. This is a neutral act and does not pre-empt any decision. At a later point the individual may be subject to action under the British Cycling Disciplinary Rules.

## 4. SAFEGUARDING CHILDREN IN THE CYCLING CLUB ENVIRONMENT

### 4.1 Club Welfare Officer (CWO)

Every cycling club that has young members (under 18 years old) using its facilities should appoint a Club Welfare Officer (CWO). All Go-Ride Clubs must comply with this. This person must have a child-focussed approach, good communication skills and an ability to provide support and advice. They should also be well organised, have good administrative and recording skills and an ability and willingness to promote and implement the British Cycling Safeguarding & Protecting Children Policy, procedures and resources.

The CWO should be a figure well known in the club and approachable by children but not someone involved directly in the coaching or day-to-day running of children's programmes. It is advised that the CWO is a member of British Cycling. It is essential that the CWO is able to act in a confidential manner and to recognise the boundaries of their competence, role and responsibilities and where to seek advice and support. The role and responsibilities of a CWO are outlined in Section 5.1. The British Cycling Codes are available from the website at [www.britishcycling.org.uk](http://www.britishcycling.org.uk)

### 4.2

### Codes of Conduct

Codes of conduct indicate the expected behaviours of everyone involved in cycling. There are a number of different codes of conduct and many clubs will already have adopted and adapted their own. It may also be useful to consider specific codes of conduct for parents, young riders and other members. SG 1.3 lists the expected standards of conduct set out by British Cycling but you may wish to consider consulting your young riders and parents on other areas they might wish to include.

### 4.3

### Changing Rooms

- Where practical, children should be appropriately supervised in changing rooms by two adults.
- Adult coaches or volunteers should not shower or change at the same time as the children they have been working with.
- No staff or volunteers, medical or otherwise should be present when cyclists of the opposite sex are showering or changing (for example a male coach working with a female team).
- In mixed gender clubs separate changing facilities should be available.
- If a child is uncomfortable showering or changing in public no pressure should be put on them to do so, they should be encouraged to change and shower at home.
- If the club has children with disabilities they and their carers should be involved in deciding how best they can be assisted. Always ensure the children consent to the assistance that is offered.
- No photographic equipment should be used in the changing room environment. This includes cameras, video cameras, camera phones etc. Guidance on photography can found in SG 5.4.

### 4.4

### Coaching Ratios

Although there is government guidance for people working with groups of children, it is essential in cycling that a separate risk assessment is taken for each group of children



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and that this is reviewed for each training session. Participants under the age of 18, including those qualified as coaches, should be supervised at all times.

In line with the national guidance, the level of supervision should take account of the:

- age and ability of the children
- type of training session being undertaken
- children's growing independence
- environment that the session is taking place in
- risk assessment

If there is an accident or incident you should ensure there is always someone available to supervise the remaining children. Coaches working with children should ensure that they do not work in isolation. Coaches should consult their British Cycling Coaching information for specific coaching ratios.

## 4.5

### Organising Trips Away

Even the simplest day trip away from the club requires planning. When planning residential trips for young riders clubs should use the advice and checklists given in NSPCC Safe Sport Away, Training Camp Checklist and consent forms (SG 4.1 to SG 4.5) [www.nspcc.org/inform](http://www.nspcc.org/inform).

The main factors to consider are:

## 4.5.1

### Communication with Parents

For a short day trip this may amount merely to details of transport, pick up and return points and times, competition or venue details, team leader or coach contact details, emergency contact details for parents, costs, dietary requirements (if relevant) and any other special requirements or medical details. Strict instructions should be given to parents regarding the drop off and return locations and times.

## 4.5.2

### Transport

Points to consider include vehicle type (public transport, minibus, coach or private car), any special requirements for cyclists with disabilities, length of journey, competence of

driver, number of drivers, journey time, distance, stopping points, supervision during journey (ideally one adult to drive and one adult to supervise) and legislation regarding seat belts.

## 4.5.3

### Supervision

The staff or volunteers organising the trip will have the duty of care to act in loco parentis for the duration of the trip. Clubs should ensure that the persons they appoint to care for the

juniors are appropriately trained in safety and safeguarding and that they have relevant information regarding any special needs or requirements of any rider. Anyone working in a supervisory role should be appropriately vetted to ensure their suitability to work with children in line with British Cycling's Safeguarding & Protecting Children Policy.

## 4.5.4

### Emergency Procedures

The team leader or coach should know how to contact emergency services and have access to at least a basic First Aid box. Those in charge of children have a duty to ensure that they are kept safe and healthy and should not hesitate to act in an emergency and to take life saving action in an extreme situation. All adults working with the group should be briefed on the reporting procedure should an emergency occur.

## 4.5.5

### Insurance

All registered members of British Cycling are covered for public liability and personal accident cover during cycling activities under British Cycling's policy. Passengers travelling by motor vehicle should be covered by law by the insurances required under the Road Traffic Act (1988). When using private vehicles it may be necessary to check with the insurance company for any restrictions. Consideration should be given to accident, breakdown and recovery cover.

## 4.6

### Local Safeguarding Children Boards (LSCBs)

British Cycling's Safeguarding & Protecting Children Policy and the child protection procedures contained in this document and its appendices are consistent with the



government guidance Working Together to Safeguard Children 2010. However, clubs and regions should endeavour to make themselves aware of any special Local Safeguarding Children Board's (LSCB) arrangements. The contact details for the Chairman of each board are listed on the government website [www.everychildmatters.gov.uk](http://www.everychildmatters.gov.uk). It may be useful for the CWO to have a note of their local contact.

## 5. DESIGNATED PEOPLE WITH RESPONSIBILITY FOR SAFEGUARDING CHILDREN IN CYCLING

### 5.1 Club Welfare Officer (CWO)

#### 5.1.1 Responsibilities

The CWO is a child-focused individual responsible for acting as a source of advice on child protection matters and for co-ordinating action within and on behalf of the club on receipt of any concerns or referrals. They should endeavour to gain an understanding of British Cycling's Safeguarding & Protecting Children Policy and keep up to date with the appropriate level of training. The CWO must also co-ordinate club responses and actions as prescribed by the British Cycling SLO in line with British Cycling policy and procedure. They should be a member of the club's committee.

#### 5.1.2 Role

- To provide information and advice on child protection within the club.
- To ensure that the club adopts and follows the British Cycling Safeguarding & Protecting Children Policy and procedures and promote awareness of the policy within the club.
- Keep records of all those who have been vetted within the club to ensure that DBS checks are updated on at least a three yearly basis and that all those working in regulated activities are compliant with current government guidance.
- Ensure that all club volunteers are suitably recruited- completing application forms, interviews and reference requests (see supporting documents).
- Receive information from club staff, volunteers, young people or parents and

carers who have child protection concerns and record it and pass on the British Cycling SLO.

- Assess the information promptly and carefully, clarifying or obtaining more information about the matter as appropriate.
- Report any referrals or concerns to the British Cycling SLO as soon as possible in line with British Cycling procedures.
- Ensure that appropriate information is available at the time of referral and that the referral is confirmed in writing, under confidential cover, using SG 1.4.
- Advise the club officers regarding the appropriate levels of child protection training and/or guidance for all adults working with children in the club.
- Promote a child-centred approach within the club, e.g. maintain the junior section notice board and promote good practice.
- Advise the club of further child protection training opportunities.
- Maintain a written record of training and relevant qualifications of those working in the club.

#### 5.1.3

#### Skills

- Approachable and friendly
- Good listener and effective communicator
- Confident and a good leader
- Organised
- Enthusiastic and a good motivator
- Knowledge of British Cycling child protection policies and procedures
- Knowledge of the Data Protection Act
- Ability to deal with matters in a confidential manner
- Tactful when dealing with sensitive issues
- The CWO should undergo the vetting procedure outlined in Section 6.



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## 5.2 British Cycling Safeguarding Team

This team is child-focussed and can communicate and provide advice and support at all levels. They should have influencing skills and an ability to work with conflict and with emotionally distressing matters. Knowledge of relevant legislation, government guidance, the British Cycling Safeguarding and Protecting Children Policy and procedures is essential as well as the ability to promote and demonstrate anti-discriminatory practice. The Safeguarding Lead Officer leads the team.

### 5.2.1 Responsibilities

The British Cycling Safeguarding Team has overall responsibility for the development and establishment of British Cycling's approach to safeguarding children. Additionally they are responsible for acting as a source of advice on child protection matters, for co-ordinating action within British Cycling and for liaising with statutory agencies and other relevant organisations about suspected or actual cases of child abuse.

### 5.2.2 Role

- To liaise with the RMG over individual cases, proposed policy and guidance.
- Chair the Safeguarding Working Group.
- Lead in maintaining and reviewing the Safeguarding Children Implementation Plan.
- To co-ordinate the dissemination of policy, procedures and resources.
- To ensure that the CPSU 'Standards for Safeguarding and Protecting Children in Sport' are achieved and post standards framework maintained.
- To represent British Cycling at external meetings related to child protection.
- To complete an annual report to British Cycling's Board on the progress of its activities in implementing and monitoring these procedures, and on the incidence and outcome of cases that have arisen in the year.

- They may call upon external expert advice in auditing its procedures and improving its policies.
- To monitor and review progress on all cases and to identify any trends emerging which require a review or revision of existing policies and procedures.
- To manage and investigate cases of poor practice/abuse reported to British Cycling.
- To report any investigation carried out to the RMG.
- To convene and chair the Referral Management Group meetings as required.
- To manage referrals to Statutory Agencies.
- To liaise with the SLO on matters of child protection policy and procedure. 15
- To provide advice and support to Club Welfare Officers and British Cycling members.
- To advise on British Cycling's child protection training needs and development of its training strategy.
- To maintain confidentiality with regards to cases.
- To keep up to date with own knowledge and skills.

The Safeguarding Team should undergo the vetting procedure outlined in Section 6.

## 5.3 Referral Management Group

This group must work within the policies and procedures of British Cycling to ensure that all decisions relating to safeguarding children are reached following a fair, open and transparent process whilst being conscious of the possible impact on young people. The group is made up of individuals with appropriate training and experience of safeguarding. The Referral Management Group will also link in with Local Safeguarding Children Boards or other professionals for further guidance where necessary.



## 5.3.1

### Responsibilities

- To recommend, where appropriate, that a person is referred to ISA in accordance with the Safeguarding Vulnerable Groups Act 2006.
- To recommend to the officers of British Cycling, where appropriate, that a person is temporarily suspended or banned from some or all activities related to cycling.
- To monitor and review progress on all cases and to identify any trends emerging which require a review or revision of existing policies and procedures.

## 5.3.2

### Role

- To make decisions on the initial approach to all reported cases related to the welfare and protection of children. That is, to the 'route' a case will take either internally or via external referral to statutory agencies, but may also include making decisions in relation to concerns arising from information gathered in the recruitment process.
- To make initial decisions as to the 'internal' level each case shall be dealt with. For example minor poor practice cases may be referred back to the club complaints or disciplinary process.
- To advise others within British Cycling about actions they may need to take, such as initiating disciplinary procedures.
- To confirm all final decisions relating to safeguarding referrals or DBS Disclosures. Each Disclosure document must be signed by at least two of the RMG members, showing clearly the identified actions and considerations taken.

The members of the RMG should undergo the vetting procedure outlined in Section 6.

## 5.4

### Everyone Involved in Cycling

As outlined elsewhere in this document everyone involved in cycling has a duty to act if they have a concern about a child. There are a variety of actions that can be taken. As a minimum the person concerned should contact the relevant club welfare officer or the

British Cycling SLO for help and guidance on how to progress their concerns.

## 6.

### RECRUITING AND SELECTING PEOPLE TO WORK WITH CHILDREN IN CYCLING

Anyone may have the potential to abuse children in some way and it is important that all reasonable steps are taken to prevent unsuitable people from working with children. This applies to anyone whether voluntary or paid who is going to have significant access to children or their contact information. The steps that should be taken are the same for volunteers or employees.

British Cycling's recruitment and selection procedures are based on the Safeguarding Vulnerable Groups Act 2006 and the Protection of Freedoms Act 2012 and may be revised from time to time.

## 6.1

### Controlling Access to Children

All individuals involved in cycling who will have significant access to children must first be vetted to establish whether they have any criminal convictions or other past behaviour that suggests they are unsuitable to work with children or may present a risk to them. This applies equally to paid staff and volunteers.

All new volunteers and employees working in a role that involves 'Significant Access' to children, or where they have a position of trust, or existing volunteers or employees who change their role to work with these vulnerable groups, are required to complete the following vetting process:

- complete an assessment document to ascertain whether the individual works in regulated activity and requires a DBS Disclosure.
- complete a self-declaration form and DBS Disclosure application and return to British Cycling.
- provide the CWO with two appropriate referees (see SG 2.3 & SG 2.4).
- provide the CWO with details of previous volunteering experience or relevant employment working with children (see SG 2.2)



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### 6.1.1

#### Regulated Activity

In addition those working in a Regulated Activity must also comply with legal requirements of the acts cited above, as these are implemented. See SG 2.1.

Club Welfare Officers (CWOs) as recruiting officers should satisfy themselves that the position that the individual will be working in is a regulated position. For the purposes of cycling, a regulated position, as defined by the DBS Code of Practice, would include:

- Those whose normal duties (paid or unpaid) include caring for, training, supervising or being in sole charge of those under 18 years of age
- Those whose normal duties (paid or unpaid) include supervising or managing an individual in his work in a regulated position.

### 6.1.2

#### Self-Declaration Form

The self-declaration form requires prospective volunteers and employees to declare any criminal records they may have, even if these are considered 'spent', or any disciplinary investigations by any organisation including employers, the police or social services that relate to inappropriate behaviour towards a child or vulnerable adult.

The CWO or recruiting officer should make it clear that a failure to disclose relevant information to British Cycling may result in disciplinary action and possible dismissal or exclusion. It should also be made clear that having a criminal record is not necessarily a barrier to working in cycling. Individuals being asked to complete a self declaration and DBS application should be made aware of British Cycling's policy on the recruitment of ex-offenders (SG 2.1).

The self-declaration form should be completed and returned to the British Cycling SLO along with a completed DBS application. This must be sent, marked private and confidential, to the Safeguarding Lead Officer at British Cycling. This declaration should be renewed if the individual significantly changes their role within the club or joins a new club occupying a similar role.

### 6.1.3

#### References

All new volunteers and employees must supply the CWO with at least two referees who will vouch for the suitability of that person to work with children. The CWO or recruiting officer must contact these referees to verify their references. This should be done in writing where possible, however where a check has taken place verbally, a written note must be kept of the conversation by the CWO or recruiting officer. This note may be brief. A standard form is available for this purpose see SG 2.3 & SG 2.4. The CWO must maintain records of any references including written records of verbal references.

### 6.1.4

#### Previous Experience and Qualifications

The prospective volunteer or employee should be asked to provide details of previous employment/ relevant volunteering and any gaps in the employment history must be accounted for. This information can be provided using the volunteer application form (SG 2.2). Any relevant qualifications the individual declares should be verified to ensure they are genuine and valid.

**Note:** *Completing the above process does not guarantee that an individual is safe to work with children. British Cycling will use information from the DBS as part of an overall recruitment and selection process to assess any potential risk. The club will also need to assess for itself the individual's suitability by taking up references, interviewing, on going supervision and assessing training needs.*

### 6.1.5

#### DBS Disclosure

Those with significant access to children, or who hold a position of trust, must also complete a Disclosure and Barring Service Disclosure application this should be completed at the same time as a Self Declaration Form.

A DBS Enhanced Disclosure will provide information about:

- criminal convictions and police cautions
- police/social services information considered to be relevant by the chief of police officers
- it may also contain information regarding whether an individual is barred from working with vulnerable groups (see SG 2.1)





Criminal record information revealed by the DBS Disclosure will be assessed by the British Cycling Referral Management Group in line with British Cycling's policy on the recruitment of ex-offenders (SG 2.1) and the DBS Code of Practice. Completing a DBS form is a confidential and sensitive matter for some people and care should be taken to explain how the information contained on the certificate will be treated.

As a registered body of the DBS, British Cycling is fully compliant with the DBS Code of Practice including the secure storage, handling, use, retention and disposal of Disclosures and Disclosure information (See SG 2.1). Any disclosures will be dealt with confidentially, following the Child Protection in Sport Unit's Information Sharing Protocol (SG 5.2).

DBS Disclosures must be renewed at least every three years if a person remains in post or more regularly if, for example, there is a concern raised, if the person changes their role or moves to a new club, or if the person has been absent from the club for a significant period.

DBS Disclosures for British Cycling volunteers are free of charge. The definition of a volunteer for this purpose is a person who is engaged in any activity which involves spending time, unpaid (except for travel and other approved out-of-pocket expenses), doing something which aims to benefit someone (individuals or groups) other than or in addition to close relatives.

## 6.2 Who Should be DBS Checked?

Every British Cycling Affiliated club that has children using its facilities must ensure the following roles are DBS checked:

- Club Welfare Officer (CWO)
- Coaches who regularly coach children
- Drivers
- Volunteers who regularly spend time away with children at events or training camps
- Website Administrators/ Forum moderators

The following roles should be DBS checked if

they involve Significant Access to vulnerable groups:

- Club officials/ committee members
- Volunteers/helpers
- Competition organisers
- Race Officials/ Commissaires

Before requesting a DBS disclosure British Cycling must satisfy themselves that the position the individual will be working in involves 'Significant Access' to vulnerable groups or is a Regulated Activity. For the purposes of cycling Regulated Activity as defined by the Safeguarding Vulnerable Groups Act, would include examples such as:

- Training, teaching and instruction provided wholly or mainly for vulnerable groups such as a coaching session for a group of 8 year old riders or a group with learning disabilities.
- Any form of assistance, advice or guidance provided wholly or mainly for vulnerable groups such as riders who have been referred to the club by their GP for problems with weight management.
- Any form of treatment or therapy for riders such as a club physiotherapist providing treatment within the club.
- Driving a vehicle for the purpose of conveying children for example transporting a group of riders to an event.

This also includes those whose normal duties include supervising or managing an individual who is engaged in regulated activity.

The fact that an individual may come into contact with children is insufficient to subject them to a DBS check. Eligibility for a DBS check depends on the specific role a person will perform whilst conducting their duties within an organisation. The British Cycling Compliance Team will provide prospective DBS applicants with a form to complete to establish the role and duties they are expected to fulfil whilst carrying out their role and DBS applications made accordingly. The SLO at British Cycling will advise CWO's and managers who are unsure of the appropriate level of vetting for any role. (See SG 6.2)



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## 6.3 Clubs Working with Vulnerable Groups

As part of British Cycling's commitment to good safeguarding practice it is important that the organisation is aware of each affiliated club which engages with children.

At the point of affiliation, British Cycling will request each club to declare whether it:

- has members who are children; or
- provides services to children

For clubs which declare that they do engage with children British Cycling will support them to fulfil their obligations as laid out in this policy, legislation and government guidance.

### 6.3.1 Protecting Vulnerable Groups Scheme - Scotland only

The Protecting Vulnerable Groups (PVG) Scheme is now in force. The scheme is managed by Disclosure Scotland. The scheme is responsible for making decisions about who should be barred from working with vulnerable groups.

All individuals who work with vulnerable groups in cycling on a regular basis may be required to register with the scheme. Cycling clubs will need to liaise with Scottish Cycling in order to declare which individuals at their club work with children or Vulnerable Adults on a regular basis.

Scottish Cycling will register an interest in relevant individuals with the PVG. The PVG will continually update Scottish Cycling to confirm whether the individual is barred from working with vulnerable groups. Scottish Cycling will either employ or remove the individual as appropriate.

For further information contact Scottish Cycling or visit: [www.disclosurescotland.co.uk/about/vulnerable-groups/](http://www.disclosurescotland.co.uk/about/vulnerable-groups/)

## 7. Awareness and Training

### 7.1 Training for Staff and Volunteers

Training should be provided for staff and volunteers on the policy, procedures and professional practices that are in place and commensurate with their responsibilities in the

children protection process. Training should take place at all levels of British Cycling to ensure that procedures are carried out consistently, it should also be considered as a continuing responsibility to ensure safeguarding knowledge is up to date.

This should include:

- awareness training in the abuses that can take place and the duty to report
- specialist training for investigators and managers
- issues relating to staff safety within a Health and Safety framework

To create an enjoyable and safe environment for all vulnerable people, everyone involved in cycling must be aware of what is good practice and how to deal with poor practice and abuse.

Formal training will help people to work safely and effectively with vulnerable people by:

- comparing their own practice against what is regarded as good practice and identifying ways to improve
- ensuring that they are not placing themselves at risk from allegations
- recognising their responsibilities and reporting any concerns about suspected poor practice or abuse
- understanding the recruitment and selection procedures described (Section 6)

The CWO should maintain a written record of training and relevant qualifications of those working with children within the club. The Club Safeguarding Audit form can be used to assess training requirements and club awareness on an annual basis.

### 7.2 Recommended Levels of Awareness and Training

Within the club environment everyone has a responsibility to be aware of the Safeguarding & Protecting Children policy, understand what is good and poor practice and know what to do if they have a concern. All members should have access to the policy document at the club or be made aware that it can be accessed through the British Cycling website.



Role	Read British Cycling Safeguarding and Protecting Children Policy	Complete Basic Awareness module	Local Council Safeguarding Children course or equivalent	Sportscoach UK Equity in your coaching workshop or equivalent
Membership Secretary	•			
Club Welfare Officer (CWO)	•	•	•	•
Coaches	•	•	•	•
Co-ordinator or Manager of groups of children or coaches	•	•	•	
Drivers who may travel with children	•			
Club Officers / Committee members	•			
Volunteer / parent helper	•	•		
Event organiser	•	•		
Commissaire / Referee	•			
Club employee / steward	•			
Volunteers who accompany a group of riders on over night stays	•	•		

## 7.3 Training

British Cycling Safeguarding and Protecting Children workshops are accredited with the NSPCC and form part of the British Cycling's Level 2 Coaching Awards. Details of these courses can be found on the British Cycling website. These courses may also be provided by Sportscoach UK and local authorities.

British Cycling has a specific training course for Club Welfare Officers and those with designated responsibilities for safeguarding and protecting children: Time to Listen.

British Cycling will promote all safeguarding and protecting children training via regional newsletters and at [www.britishcycling.org.uk](http://www.britishcycling.org.uk)

## 8.

### COMPLAINTS AND DISCIPLINARY PROCEDURES

British Cycling has its own complaints & disciplinary procedure (SG 1.11) for dealing with breaches of the Safeguarding & Protecting Children Policy and procedures.

- If a case is being investigated by a statutory agency, British Cycling may suspend the individual concerned whilst this investigation is taking place. This is a neutral act and is not intended to prejudge the outcome of the investigation, but simply to remove the individual from contact with children until the investigation is concluded. Once the statutory agency's investigation is completed, and irrespective of its findings, British Cycling will assess the case following its disciplinary procedures.
- If the abuse is alleged to have been committed in the course of a person's employment, he or she will be subject to whatever disciplinary procedures and



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sanctions are stated in their employment contract. British Cycling may decide to await the outcome of such procedures before starting its own investigation.

- In accordance with British Cycling's Rules, British Cycling may impose disciplinary sanctions against Go Ride clubs who fail to adopt and implement the Safeguarding & Protecting Children Policy and procedures, particularly if such failures are serious or persistent. If concerns remain once a matter has been handled by the club these should be referred to the SLO who will ask the senior officers of British Cycling to decide how to deal with this and whether or not to initiate disciplinary proceedings.
- Every effort will be made to maintain confidentiality for all concerned, and consideration will be given to what support may be appropriate to children, parents, members of staff and volunteers. Support information sheets are available (SG 1.6 to 1.9) for those reporting or receiving a concern, and for those against whom an allegation has been made.
- It is not always possible to determine exact timescales for when cases will be resolved, however British Cycling will always try to ensure that all parties know what procedure will be followed and what the expected time scales are. If there is a delay they will endeavour to inform all parties why there is a delay and when any development is expected. There should not be any period without communication of more than 28 days with involved persons. Ideally case management processes should not extend over more than three months, only in exceptional circumstances should they extend up to six months.

## 9. IMPLEMENTATION AND MONITORING PROCEDURES

### 9.1 Safeguarding Working Group

British Cycling has created the Safeguarding Working Group, chaired by the Safeguarding Lead Officer, to progress and implement safeguarding within British Cycling to ensure it is fit for purpose in areas including training, strategy, policy and procedures. The group is made up of individuals with appropriate training and experience of safeguarding from

departments across the organisation and from external child-focussed organisations.

It is the groups' responsibility to ensure:

- safeguarding principles underpin all areas of British Cycling activity and is embedded in organisational strategy
- the safeguarding Action Plan is designed and implemented
- the establishment and implementation of safeguarding arrangements is accepted and delivered at a local level
- good safeguarding practice is driven through senior management, partners and affiliated organisations
- safeguarding implementation is measured and reported
- that the needs of all vulnerable riders are met
- relevant resources and communications are child focussed
- systems are in place to monitor and record breaches of policy
- appropriate safeguarding communications are in place for a variety of audiences
- that children are consulted and provided with suitable opportunities to lead and influence cycling development
- training and education is delivered to all roles in line with British Cycling strategy
- the safeguarding policy is updated regularly to reflect legislation, government guidance and good practice

As part of British Cycling's commitment to the CPSU "Call to Action" post standards framework the organisation will complete an annual safeguarding self assessment and attend an annual safeguarding progress meeting with CPSU. This meeting will be attended by the SLO, CEO and a board member. The purpose of this is to ensure that British Cycling is compliant with good practice and embedding safeguarding thereby meeting its obligations from legislation, government and funding partners.



## 9.2

### Senior Management

The British Cycling Board of Directors, CEO and Senior Management Team are responsible for driving safeguarding at a strategic level. In relation to safeguarding it is their responsibility to:

- endorse and promote safeguarding policy, safeguarding action plans and training strategy
- nominate a safeguarding champion
- ensure Service Level Agreements and funding agreements contain safeguarding conditions
- ensure safeguarding forms part of all British Cycling planning activity
- endorse the work of the Safeguarding Team and the Safeguarding Working Group
- influence partners to adopt safeguarding strategies

## 9.3

### Cycling Club Self-Monitoring

A Club Safeguarding Self Audit form for clubs and other organisations has been designed to monitor their own compliance with the requirements set out in this policy (SG 3.4).

- this form should be completed by the CWO and sent to the British Cycling Development Team
- the Development Team will assess any action points from the information provided. Actions point's specific to an individual club will be completed as required. Significant action points will be addressed through the Safeguarding Working Group
- actions may include the provision of training, guidance or support to individuals or clubs generally.

Clubs who have members who are children or children regularly visiting must ensure that the name and contact details for their CWO, or in the case of an educational establishment, the person with responsibility for welfare, are completed in their British Cycling Club Audit. This information must be updated, as necessary, during the year by the club

secretary or other senior club officer. British Cycling should be updated of any personnel changes that occur, particularly when the club re-affiliates each year.

## 10. SAFEGUARDING GUIDANCE DOCUMENTS

The Safeguarding Guidance documents (SG) are available to download from the British Cycling website

### Section 1: Codes Of Conduct, Disciplinary Procedures and Raising Concerns

- 1.1 British Cycling Code of Conduct
- 1.2 British Cycling Equality Policy
- 1.3 The Adoption And Application of Codes of Conduct for Cycling Clubs
- 1.4 Reporting A Safeguarding Concern
- 1.5 Anti-Bullying Guidance for Cycling Clubs
- 1.6 Advice And Support for Junior Cyclists
- 1.7 Advice And Support for Individuals Receiving a Concern Or Allegation
- 1.8 Information for those Against Whom a Complaint of Poor Practice or Allegation of Abuse Has Been Made
- 1.9 How To Report A Concern of Abuse of a Vulnerable Adult
- 1.10 Whistle Blowing Policy
- 1.11 British Cycling Case Management Procedure

### Section 2: Safe Recruitment and Vetting Guidance

- 2.1 Recruitment of Individuals with Previous Convictions
- 2.2 Specimen Volunteer Application Form
- 2.3 Specimen Club Personal Reference Request
- 2.4 Specimen Club Reference Form
- 2.5 Umbrella DBS Checks

### Section 3: Club, Training and Competition Guidance

- 3.1 Duty of Care When Supervising Children and Vulnerable Adults



3.2 Guidelines for Cycling Events

3.3 Cycling Event Contacts

3.4 Club Safeguarding Self Audit

3.5 Physical Contact And Vulnerable People In Cycling

3.6 Managing Challenging Behaviour Of Children And Vulnerable Adults In Cycling

3.7 Protecting Riders With Disabilities

3.8 Risk Assessments

3.9 Quick Guide To Safeguarding

3.10 Event Welfare Plan - to be completed

3.11 Club Runs

3.12 Riders Coming and Going

## **Section 4: Training Camps and Residential Visits**

4.1 Planning Residential Trips

4.2 Parent & Carer Consent for Residential Trips

4.3 Personal Information for Residential Trips

4.4 Away Event Checklist

4.5 Away Events Feedback Form

## **Section 5: Use of Social Media and Information Sharing**

5.1 British Cycling and Information Sharing

5.2 Using Social Networking Services and Social Media

5.3 Instant Messaging: Safeguarding Guidelines

5.4 Safeguarding and Photography



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## SAFEGUARDING & PROTECTING VULNERABLE ADULTS



Term	Definition / Explanation
Abuse	See section 2.4.
Adult	A person of or over the age of 18 years
Advocate	An individual who speaks on behalf of, or represents the interests of, the Vulnerable Adult where appropriate
Barring Status Check	A check against the list of individuals who may be barred from working with children and therefore should not be engaging in regulated activity.
Child	Anyone under the age of 18.
Child Protection in Sport Unit (CPSU)	The CPSU team is sited within the National Society for the Prevention of Cruelty to Children (NSPCC) and was established with joint funding from Sport England.
Children and Vulnerable Adults Social Care	The Local Authority statutory agency with responsibility for safeguarding and protecting children and families, formerly known as Social Services.
Club Welfare Officer (CWO)	The designated individual within a British Cycling affiliated club whose responsibilities are explained in Section 5.1.
Disclosure and Barring Service (DBS)	The DBS was formed through a merger of the Criminal Records Bureau and Independent Safeguarding Authority. A DBS check will access an individual's criminal record information for registered bodies who deploy people working with children so that they can make an informed decision about the individuals suitability to work in that position. Additionally the DBS will complete a Barring Status Check on an individual whose role fulfils the relevant criteria of Regulated Activity.
Disclosure Scotland	Agency who operate similar to DBS in Scotland
Duty of Care	The duty that rests upon an individual or organisation to ensure that all reasonable steps are taken to ensure the safety of any person involved in an activity for which that individual or organisation is responsible (SG 3.1).
Local Protection of Vulnerable Adults Committee (LPVAC)	These committees have responsibility for the co-ordination of work undertaken by agencies involved both in providing services and safeguarding Vulnerable Adults. LPVACs provide local inter-agency guidelines detailing procedures for cases of actual or suspected abuse. Some areas have established sports sub-groups to inform their work. There are similar structures for children called Local Safeguarding Children's Boards (LSCBs).
Member	A 'member' of British Cycling who holds either Gold, Silver, Bronze, Family or Ride membership and is bound by the rules and regulations of British Cycling.
Parent / Carer)	A generic term which includes parents, carers and guardians.
Personnel	Employees of British Cycling and its affiliated clubs or facilities used in cycling as well as volunteers and all participants in the sport of cycling.
Position of trust	Where an individual, such as a coach, teacher, or club officer who makes decisions for or about a Vulnerable Adult, can influence the adult's actions and may misuse that position to groom or abuse the adult. This position can be a positive one, in building confidence and self-esteem in Vulnerable Adults.
Protection of Freedoms Act 2012	This legislation contains all of the new safeguarding and vetting requirements additional to the Safeguarding Vulnerable Groups Act 2006
Registered Body	An organisation such as British Cycling that is able to act as a recipient of DBS information on behalf of its members



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Regulated Activity	<p>Regulated Activity (RA) involves contact with vulnerable groups and is:</p> <p>Of a specific nature e.g. training, teaching, supervising, advice, treatments or transport provided for the purposes of the activity</p> <p>Or</p> <p>In a specified place e.g. schools, children's homes and hospitals, juvenile detention facilities, adult care homes.</p> <p>And</p> <p>Occurs once a week or more And/or</p> <p>Occurs on four or more occasions in a 30 day period And/or</p> <p>Occurs overnight between 2am and 6am.</p> <p>Following the introduction of the Protection of Freedoms Act 2012 an additional definition of Regulated Activity is included which states the job roles that may be required to have a check (additional to criminal records checks) to ascertain whether they are barred from working with vulnerable adults. Many of these roles will not apply to sport and recreation as the majority of roles are centred around the provision of personal care. The only exception is in the transportation of vulnerable adults which may apply to cycling in a number of areas.</p>
Regulated Activity Provider	The person or organisation responsible for employing or deploying workers to facilitate an activity, whether these workers are paid or unpaid. See SG 2.1
Risk assessment	A procedure to help identify possible sources of danger and take appropriate action to minimise these risks taking into account the age, number, competence of participants, weather, activity etc.
Rider	Generic term to include every type of cyclist including children
Safeguarding Lead Officer (SLO)	British Cycling Officer whose responsibilities are explained in Section 5.2
Safeguarding Vulnerable Groups Act 2006	Established ISA and VBS to protect children and vulnerable adults. See SG 2.1.
SG	Safeguarding Guidance documents, detailed in Section 10
Protection of Freedoms Act 2012	This legislation contains all of the new safeguarding and vetting requirements additional to the Safeguarding Vulnerable Groups Act 2006
Significant Access	<p>Being in a position to have regular and direct contact with children/Vulnerable Adults whether as a volunteer or employee (see 'Position of Trust'). This is a 'regulated position':</p> <ol style="list-style-type: none"> <li>1. Those whose normal duties (paid or unpaid) include caring for, training, supervising or being in sole charge of those under 18 years of age.</li> <li>2. Those whose normal duties include supervising or managing an individual in his work in a regulated position.</li> </ol>
Vulnerable Adult	<p>A person, 18 years or over, who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation.</p> <p>No Secrets - definition based on that set out in the 1997 Consultation paper: "Who Decides?" issued by the Lord Chancellor's Department.</p> <p>In respect of sporting activity a person is regarded as a Vulnerable Adult under the Vetting and Barring Scheme when they are:</p> <p>Receiving any form of medical care or therapy, such as being treated by a physiotherapist Receiving a service or participating in an activity that is specifically targeted at people with age-related needs or disabilities.</p>
Vulnerable Groups	A collective term referring to both children and Vulnerable Adults



# SAFEGUARDING & PROTECTING VULNERABLE ADULTS



## 1. SAFEGUARDING AND PROTECTING VULNERABLE ADULTS POLICY

### 1.1 General Principles

- Everyone who participates in cycling is entitled to do so in a safe and enjoyable environment.
- All British Cycling clubs, events, and associated individuals must follow the policies defined in this document.
- British Cycling is committed to helping everyone in cycling accept their responsibility to safeguard vulnerable adults from harm and abuse and support them to do so.
- This document sets out the procedures you need to follow to protect Vulnerable Adults and what you need to do if you have any concerns.

### 1.2 Scope

These policies apply to all riders, coaches, volunteers, employees and anyone involved in cycling, whether or not they are British Cycling members. All these people have a duty of care to safeguard the welfare of Vulnerable Adults and prevent their abuse.

### 1.3 Why These Policies Are Needed

British Cycling has realised the need for an individual policy for Vulnerable Adults, in line with the considerations of the Equality Act 2010, to promote equal opportunities and provide a clearer framework for those who suffer from physical, mental health and learning disabilities.

Vulnerable people are at heightened risk of abuse and discrimination because of their susceptibility and many experience this in all walks of life. Practice has shown that vulnerable people who are victims of abuse in the sports setting can be reluctant to report their experiences for fear of losing a positive and important part of their lives. Therefore it is essential that British Cycling, as a national governing body, and its associated clubs and personnel, are aware of the indicators of abuse and can recognise and act appropriately to protect potential victims.

Abuse can occur in many situations, including the home, workplace, day centre, at the shops, on the bus, in educational institutions and of course at a cycling activity.

For the majority of Vulnerable Adults, cycling will be a positive and rewarding experience; however, there is a growing recognition that sport generally provides easy access to vulnerable people for those who wish to perpetrate abusive behaviour for their own gratification. Therefore, British Cycling is aware of the need to protect Vulnerable Adults from those individuals who may seek to harm them in the cycling environment. Although this document mirrors British Cycling's 'Safeguarding and Protecting Children Policy' for practical reasons, there are fundamental differences between the policies.

The primary difference in addressing adult and child abuse relates to the adult's right to self-determination. Adults may choose not to act at all to protect themselves and only in extreme circumstances will the law intervene. This is not the case for children because they are minors under the Children Act 1980 and this legislation can be used quickly and effectively to ensure protection from abuse once it has been recognised. In cases of suspected adult abuse it is important to recognise that assertive persuasion to encourage the individual to report or take action against an abuser or abusive situation may have negative outcomes for the Vulnerable Adult and could be detrimental to their wellbeing by causing them further harm. Therefore, the protection of Vulnerable Adults from abuse is a more complex process than child protection and requires policy and procedures that reflect this.

Policy users need to develop an understanding that protecting Vulnerable Adults necessitates a more supportive and advisory approach in response to reporting abuse, than in child protection situations where the legal framework is clear and definitive and requires stipulated responses. In serious situations the child can be removed from the abusive environment, for Vulnerable Adults it is not always possible or appropriate to achieve this level of safety.

Each Vulnerable Adult is a unique individual with varying degrees of need and ability. Some people will have a combination of physical and learning disability, others may have one or the



other; some may have mental health needs and a combination of other complex disabilities such as Epilepsy, Diabetes, Down Syndrome, visual or hearing impairment.

The appropriateness of involving carers in any cycling and welfare related decision making will depend on the individual needs and circumstances of the Vulnerable Adult and, most of all, upon their wishes. Often Vulnerable Adults feel strongly that they want to maintain independence and make decisions for themselves; such views should be encouraged and supported wherever possible. Ideally, good practice suggests a partnership model of working involving the British Cycling coach or club welfare officer (supported by the British Cycling SLO), the Vulnerable Adult and their carer. In these circumstances it is important that the Vulnerable Adult is at the centre of the decision making process.

The provisions in the Mental Capacity Act 2005 should be considered in relation to Vulnerable Adults and decision-making. Those without the capacity to make decisions under this legislation will be more dependent on their carer or responsible adult in the decision making process.

The act provides that:

- (1) "For the purposes of section 2, a person is unable to make a decision for himself if he is unable to:
  - (a) understand the information relevant to the decision,
  - (b) retain that information,
  - (c) use or weigh that information as part of the process of making the decision, or
  - (d) communicate his decision (whether by talking, using sign language or any other means).
- (2) A person is not to be regarded as unable to understand the information relevant to a decision if he is able to understand an explanation of it given to him in a way that is appropriate to his circumstances (using simple language, visual aids or any other means).

- (3) The fact that a person is able to retain the information relevant to a decision for a short period only does not prevent him from being regarded as able to make the decision.
- (4) The information relevant to a decision includes information about the reasonably foreseeable consequences of:
  - (a) deciding one way or another, or
  - (b) failing to make the decision."

British Cycling encourages the individual's development of independence, confidence and self-esteem on a personal level and in their cycling activities. Hence it is important that everyone in cycling is aware of the need to balance the involvement of carers and the needs and wishes of individual cyclists in cases where Vulnerable Adults are concerned. The following policy document draws from and includes relevant legislation and government guidance such as the Safeguarding Vulnerable Groups Act 2006 and the No Secrets Guidance (2000) regarding vulnerable people.

## 1.4

### Policy Statement

British Cycling is committed to:

- making the welfare of Vulnerable Adults paramount, even where the rights and needs of the other adults that work with them are overridden in order to provide the necessary protection to these individuals
- enabling everyone whatever their age, culture, disability, gender, language, racial origin, religious belief and/or sexual identity to participate in cycling in a fun and safe environment
- taking all reasonable steps to protect Vulnerable Adults from harm, discrimination and degrading treatment and to respect their rights, wishes and feelings
- taking seriously all suspicions and allegations of poor practice or abuse and responding swiftly and appropriately to them in accordance with current procedures



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- ensuring that all British Cycling employees who work with Vulnerable Adults are appropriate for that role and responsibilities and are provided with relevant training
- requiring all its member clubs, events and regional councils to accept responsibility for the welfare of the Vulnerable Adults in their care in accordance with all British Cycling's policies and procedures, and to incorporate these in their constitutions and rules
- being mindful and ensuring all member clubs, events and commissions are mindful of the differences between policies and procedures regarding Vulnerable Adults and those of children, and particularly that each Vulnerable Adult has the right to self-determination in all but the most extreme matters
- where appropriate, working in partnership with parents and carers to support the Vulnerable Adult and, where practicable, co-operating with their wishes to achieve the best outcomes for the Vulnerable Adult.

## 2. GOOD PRACTICE, POOR PRACTICE AND ABUSE

### 2.1 Introduction

It can be difficult to distinguish poor practice from abuse, whether intentional or accidental. It is not the responsibility of any individual involved in cycling to make judgements regarding whether or not abuse is taking place, however, all British Cycling personnel have the responsibility to recognise and identify poor practice and potential abuse, and act on this if they have concerns as explained in section 3.

### 2.2 Good Practice

The role of a coach enables that individual to potentially develop a close relationship with Vulnerable Adults. All coaches have a responsibility to maintain high standards of professional practice.

British Cycling strongly advises that coaches of Vulnerable Adult cyclists:

- be a British Cycling member

- fully accept the Sports Coach UK Code of Practice and British Cycling's Codes of Conduct
- hold a British Cycling coaching qualification
- have completed a course in basic awareness in working with Vulnerable Adults
- suitably educated in First Aid as a minimum standard.

Everyone should:

- conduct a risk assessment before undertaking any cycling related activities
- aim to make the experience of cycling fun and enjoyable
- promote fairness and playing by the rules
- not tolerate the use of prohibited or illegal substances
- treat Vulnerable Adults proportionally according to their individual needs and preserve their dignity; this includes giving more and less talented members of a group attention, time and respect commensurate with their needs

Coaches and those working directly with Vulnerable Adults should:

- respect the developmental stage of each rider and not risk sacrificing their welfare in a desire for club or personal achievement
- ensure that the training intensity is appropriate to the physical, social and emotional stage of the development of the rider (further information is available from the Coaching resources)
- work with Vulnerable Adults and their carers (where appropriate) to develop realistic training and competition schedules which are suited to the needs and lifestyle of the rider, not the ambitions of others such as coaches, team members, parents, helpers or the club
- build relationships based on mutual trust and respect, encouraging Vulnerable Adults to take responsibility for their own development and decision-making



always be publicly open when working with Vulnerable Adults:

- avoid coaching sessions or meetings where a coach and an individual rider are completely unobserved
- keep carers informed about the content and nature of any communications you have directly with riders including emails and text messages
- try to avoid one on one situations in changing rooms. If people need to be supervised/ helped try to involve carers
- maintain an appropriate and open environment, with no secrets
- avoid unnecessary physical contact with Vulnerable Adults. Physical contact (touching) can be appropriate so long as:
  - it is neither intrusive nor disturbing
  - the reason that it is necessary has been fully explained
  - the rider's permission has been openly given
  - it is delivered in an open environment
- maintain a safe and appropriate relationship with riders and avoid forming intimate relationships with riders you are working with as this may threaten the position of trust and respect present between athlete and coach
- be an excellent role model by maintaining appropriate standards of behaviour
- gain the Vulnerable Adult's consent and, where appropriate, the consent of relevant carers, in writing, to administer emergency first aid or other medical treatment if the need arises
- be aware of medical conditions, disabilities, existing injuries and medicines being taken and keep written records of any injury or accident that occurs, together with details of treatments provided
- arrange that someone with current knowledge of emergency first aid is available at all times

- gain written consent from the appropriate people and fill out relevant checklists and information forms for travel arrangements and trips.

## 2.3

### Poor Practice

The following are regarded as poor practice and should be avoided:

- unnecessarily spending excessive amounts of time alone with an individual Vulnerable Adult away from others
- engaging in rough, physical or sexually provocative games, including horseplay
- allowing or engaging in inappropriate touching of any form
- using language that might be regarded as inappropriate by the Vulnerable Adult, especially comments regarding disability which may be hurtful or disrespectful
- making sexually suggestive comments, even in jest
- reducing a Vulnerable Adult to tears as a form of control
- letting allegations made by a Vulnerable Adult go uninvestigated, unrecorded, or not acted upon
- doing things of a personal nature that Vulnerable Adults can do for themselves
- taking a Vulnerable Adult alone in a car on journeys, however short
- inviting or taking Vulnerable Adults to your home or office where they will be alone with you
- sharing a room with a Vulnerable Adult.

**Note:** At times it may be impractical to avoid some of these particular examples of poor practice. In this case, to protect both Vulnerable Adults and yourself, seek written consent from the Vulnerable Adult and, where appropriate, their carers and ensure that the CWO of your club/organisation is aware of the situation and gives their approval.

If, during your care, you accidentally injure a Vulnerable Adult, they seem distressed in any manner, appear to be sexually aroused by your actions, or misunderstand/ misinterpret something you have done, report these



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*incidents as soon as possible to another adult in the organisation and make a brief written note of it. It may also be in the best interests of the Vulnerable Adult to discuss the matter with them openly and in a professional and sensitive manner that will avoid embarrassment; this is dependent on the individual rider and the circumstances.*

## 2.4 Abuse

Abuse has many forms and can affect a Vulnerable Adult of any age or disability. The effects of such treatment can be degrading and damaging in the longer term and may follow an individual throughout their lives.

An individual who has been abused may exhibit a wide range of uncharacteristic behaviours some of which may manifest in the following ways:

- find it difficult, or impossible to maintain a stable, trusting relationship
- become involved with drugs or prostitution
- increased or excessive alcohol consumption
- show angry or volatile behaviour without reason
- attempt suicide or self-harm
- go on to abuse another adult. Some of the reasons why Vulnerable Adults may be at increased risk of abuse are as follows:
- stereotyping
- prejudice
- discrimination, including ethnic or racial
- isolation
- low self-image and low self-esteem resulting in vulnerable self-presentation
- lack of knowledge about appropriate behaviours by others
- desire for acceptance, affection and attention
- powerlessness to protect themselves
- dependency upon others to care for them

- inability to communicate that abuse has occurred.

## 2.4.1 Indicators Of Abuse

Even for those experienced in working with the abuse of Vulnerable Adults, it is not always possible to recognise potential abusive situations or situations where abuse is on-going. Personnel involved in the work of British Cycling do not have responsibility for assessing and deciding situations where abuse may be occurring. It is however the responsibility of everyone in cycling to be alert to the indicators of abuse and to act upon any concerns in line with British Cycling policy and procedures relating to the protection of Vulnerable Adults.

Indicators of abuse may include one or more of the following:

- unexplained or suspicious injuries such as bruising, cuts or burns, particularly if situated on a part of the body not normally prone to such injuries
- an injury for which an explanation seems inconsistent and improbable
- a disclosure made by a Vulnerable Adult describing what appears to be an abusive act involving him/her
- an expression of concern from a third party about the welfare of an individual, unexplained changes in an individual's behaviour, such as loss of confidence, low self-esteem
- becoming quiet and withdrawn, sudden outbursts of temper or uncharacteristic changes in behaviour, tearful, depressed, angry, watchful and frightened
- engaging in sexually explicit behaviour
- distrust of others, particularly those with whom a close relationship would normally be expected
- difficulty in making friends and socialising contrary to previous social behaviour
- being prevented from socialising with other individuals by a carer or person in a position of authority



- displaying variations in eating patterns including overeating, loss of appetite or stealing and concealing food
- unexplained weight loss, deterioration in personal hygiene and physical appearance
- refusal/ reluctance to undress or change for sporting activities.

## 2.4.2 Degree of Abuse

*In response to the No Secrets Government guidance, the Law Commission states that the severity and extent of abuse should be evaluated based on the level of harm brought about by ill treatment (not only physical ill treatment) "that leads to an impairment of, or avoidable deterioration in physical or mental health and the impairment of physical, intellectual, emotional, social or behavioural development".*

In assessing the degree of abuse, consideration should be paid to the:

- vulnerability of the victim
- nature and extent of the abuse
- length of time the abuse has been occurring
- impact on the individual.

## 2.4.3 Types of Abuse

The government guidance No Secrets provides the following as classifications of abuse:

In a cycling situation this could include:

- a coach disregarding the individual requirements or needs of each Vulnerable Adult when setting a training programme.

### 2.4.3.1 Neglect

*"Including ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of necessities of life, such as medication, adequate nutrition and heating."*

In a cycling situation indicators could include:

- a coach not keeping a vulnerable individual safe by exposing them to undue cold, heat

or the unnecessary risk of injury e.g. allowing riders under their supervision to train or race inappropriately clothed for the prevailing conditions

- a parent, guardian or carer consistently leaving a vulnerable individual without adequate provisions e.g. food, water, clothing, sun block where they are unable to provide themselves with these provisions

### 2.4.3.2 Physical Abuse

*"May involve hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions."*

In a cycling situation indicators could include:

- a coach disregarding the individual requirements of each vulnerable person's needs when setting a training programme e.g. allowing those who are limited by a physical impairment to undertake long, continuous training

### 2.4.3.3 Sexual Abuse

*"Including rape and sexual assault or sexual acts to which the Vulnerable Adult has not consented, or could not consent, or was pressured into consenting."*

In a cycling situation indicators could include a coach:

- engaging in unnecessary and inappropriate physical contact e.g. massaging the legs of the rider in a suggestive manner
- making suggestive comments to their riders, an individual spending an unnecessary amount of time in the changing area where vulnerable individuals are present

### 2.4.3.4 Psychological Abuse

*"Including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks."*

In a cycling situation indicators could include a carer or coach:



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- subjecting a rider to constant criticism, shouting, name-calling, sarcasm, bullying or discriminatory behaviours or prejudicial attitudes
- putting a rider under unrealistic pressure in order to perform to high expectations

### 2.4.3.5 Financial or Material Abuse

*"Including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits."*

In a cycling situation indicators could include: blackmailing a rider by requiring financial or material payment in return for certain benefits such as cycling awards or complements charging vulnerable individuals more than the standard fee for participation in cycling activities.

## 2.5 Bullying

*"Bullying is deliberately hurtful behaviour, usually repeated over a period of time, where it is difficult for those being bullied to defend themselves."*

Bullying can be:

- Emotional: being unfriendly, excluding (emotionally and physically), sending hurtful text messages, tormenting, (e.g. hiding kit or equipment, threatening gestures).
- Physical: pushing, kicking, hitting, punching or any use of violence.
- Racist: racial taunts, graffiti, gestures.
- Sexual: unwanted physical contact or sexually abusive comments.
- Homophobic: because of, or focussing on the issue of sexuality.
- Verbal: name-calling, shouting, sarcasm, spreading rumours, teasing.

### 2.5.1

#### Anti-Bullying Policy

British Cycling is committed to fostering a caring, friendly and safe environment for everyone involved in cycling so that they can participate in a relaxed and secure atmosphere. Bullying of any kind is unacceptable in cycling. If bullying does occur, all riders, coaches, volunteers or carers should be able to tell and know that incidents will be dealt with promptly and effectively.

Bullies come from all walks of life; they bully for a variety of reasons and may even have been bullied or abused themselves.

Typically bullies can have low self-esteem, be excitable, aggressive or jealous. Bullies can be boys or girls, men or women. Although bullying often takes place in schools and care homes, research shows it can and does occur anywhere where there is inadequate supervision—on the way to and from college, university or the sports club, at a sporting event or in the changing rooms. Competitive sports such as cycling are an ideal environment for the bully.

The bully in cycling can be a:

- parent who pushes too hard
- coach who adopts a 'win at all costs' philosophy
- other cyclist or coach who intimidates or ridicules a peer
- club official who places unfair pressure on a person
- spectator who constantly shouts abuse.

See Anti-Bullying guidance at SG 1.5.

### 2.5.2

#### Why Is It Important To Respond To Bullying?

Bullying results in pain and distress to the victim. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Cyclists who are bullying need to learn different ways of behaving. Everyone involved in cycling has a responsibility to respond promptly and effectively to issues of bullying. For specific guidance on actions to prevent and deal with bullying, refer to SG 1.5.





## 2.5.3

### Signs and Symptoms

The damage inflicted by bullying can frequently be underestimated. It can cause considerable distress to all individuals, particularly vulnerable groups. An individual may indicate, by signs or behaviour, that he or she is being bullied. Coaches and those in responsible positions should be aware of these possible signs that they should investigate, especially where an individual:

- says they are being bullied
- is unwilling to go to club sessions
- becomes withdrawn, anxious, or lacking in confidence
- regularly feels ill before training sessions
- has clothes torn or possessions damaged
- has possessions go "missing"
- asks for money
- steals money or parts with their own money (to pay bully)
- has unexplained cuts, bruises or injuries
- is frightened to say what's wrong
- gives improbable excuses for any of the above.

In more extreme cases:

- starts stammering or cries themselves to sleep at night
- has nightmares or demonstrates any other form of unusual behaviour during the evenings
- becomes aggressive, disruptive or unreasonable
- is bullying other individuals
- stops eating
- self harms
- attempts or threatens suicide or runs away.

## 2.5.4

### Cyber Bullying

Cyber Bullying refers to bullying and harassment through the use of electronic devices such as personal computers and mobile phones - using email, texting and social networking websites.

Cyber Bullying is deliberate and involves recurring or repeated harm inflicted through the medium of electronic devices and is meant to cause emotional distress.

Cyber Bullying might include:

- A peer who intimidates through the use of a social networking website.
- A cycling coach who sends negative feedback about a participant via personal text message.
- A cycling club member who posts negative comments about a fellow member on a club forum.

Cyber Bullying may also include threats, sexual remarks and hate speech. E-Bullies may publish personal contact information of their victims on websites. They may attempt to act as the victim for the purpose of publishing material in their name that would defame or ridicule them.

Cyber Bullying is particularly serious due to the nature in which the abuse occurs. It is very personal and takes place in a closed private format where the victim may feel isolated and the content will not be viewed by parents, friends or siblings. It may lead to the victim re-reading any material in private perhaps leading to feelings of paranoia, depression or loneliness.

British Cycling will take all cases of Cyber Bullying seriously and deal with them in line with the standard bullying procedures.



# SAFEGUARDING & PROTECTING VULNERABLE ADULTS



## 3. RESPONDING TO SUSPICIONS AND ALLEGATIONS OF ABUSE

### 3.1 Introduction

Although most cases of abuse take place within the family setting, abuse can and does occur in cycling.

- It is essential that all allegations are taken seriously and appropriate action is taken.
- It is not your responsibility to decide if abuse of a Vulnerable Adult is taking place.
- It is your responsibility to report your concerns to the appropriate agencies (see below) or British Cycling SLO- no matter how trivial the concern may appear.
- Not acting is not an option.

### 3.2 Receiving Evidence of Possible Abuse

You may have concerns about abuse/poor practice because:

- you see it happening
- you recognise signs such as those listed in Section 2.4.1
- someone reports it to you
- a Vulnerable Adult approaches you directly.
- Advice on what to do if a Vulnerable Adult says or indicates that they are being abused, or you have concerns about their welfare guidance is available in SG 1.9 [www.britishcycling.org.uk](http://www.britishcycling.org.uk)

A series of British Cycling support documents (SG 1.6, 1.7, and 1.8) are available to help those in receipt of concerns, those against whom allegations have been made and those reporting allegations and concerns.

### 3.3 Recording Information: Confidentiality and Information Sharing

All concerns that you may receive should be recorded, ideally using the British Cycling form, Reporting a Safeguarding Concern (SG 1.4).

You are recording this information for:

- yourself, so you have a record of what happened
- the CWO or other designated welfare person within your club, who will co-ordinate any action that needs to be taken
- the British Cycling Safeguarding Lead Officer so that they can advise you
- the Police/Children's Social Care Services if appropriate.

It is not appropriate to share sensitive and confidential information with other people, e.g.:

- your club committee
- members of your club
- other acquaintances outside cycling.

When recording information on the form you should:

- stick to the facts – what you have seen, heard or had reported to you
- distinguish between what is your personal knowledge and what you have been told by others
- do not give your own opinions: be clear when you are giving your own or others' interpretation of events and reason for this (for example if a comment was in response to a question or an unsolicited remark).

British Cycling has adopted an Information Sharing Protocol developed by the CPSU. This comprehensive document illustrates clearly, in words and diagrams, how decisions to share information are made within British Cycling and between British Cycling and other bodies. The document is available as SG 5.1 on the website [www.britishcycling.org.uk](http://www.britishcycling.org.uk). The key principles of this protocol will be used to make information sharing decisions in cases involving Vulnerable Adults.

### 3.4 Reporting the Concern

The discovery that someone you know may be abusing a Vulnerable Adult will raise feelings



and concerns at your club. Although it can be difficult to report such matters, you must remember that:

- the welfare of the Vulnerable Adult is paramount
- being vigilant helps to protect the individual
- do not undertake to keep any disclosure of abuse confidential. It is important to explain to the vulnerable person before a disclosure that you may have to discuss the information they give with a person in a more responsible position than yourself
- always ensure you have the permission of the individual and/or their carer (where appropriate) before taking official action regarding the concern. It is important that the individual is able to exercise their right to self-determination unless in exceptional circumstances, the level of abuse is very serious and clearly necessitates criminal investigation.
- do not pressurise the vulnerable person as this can contribute to their stress. Try to negotiate an amicable agreement with the individual about sharing your concerns and be honest about who must be told and what may then happen. Ensure the vulnerable individual feels in control of their information and seek to encourage the individual to report the abuse themselves.
- a good reporting structure ensures that concerns are dealt with fairly.

British Cycling's Whistle Blowing Policy (SG 1.10) assures all members, staff, and volunteers that it will fully support and protect anyone who, in good faith, reports a concern that a colleague is or may be abusing a vulnerable individual.

### 3.4.1 Involving Parents and/or Carers

British Cycling is committed to working in partnership with parents and/or carers where appropriate. In most situations, it is important that the CWO or SLO involve carers to clarify any initial concerns e.g. if a Vulnerable Adult seems withdrawn, it may be that they have experienced a recent bereavement. Consulting carers or parents must be considered in light of the Vulnerable Adult's right to confidentiality

(Mental Capacity Act 2005) and ideally should be undertaken with the full consent of the vulnerable individual. Where there is doubt as to the vulnerable individual's mental capacity to make decisions then advice must be sought from the SLO.

Where it is considered that a carer may be the perpetrator of (responsible for) the abuse or is colluding with it, or may not be able to respond to the situation appropriately they should not be involved, as it may place the vulnerable individual at greater risk.

### 3.4.2 Involving British Cycling

The SLO must be informed of all allegations of abuse and persistent poor practice as soon as possible in order to decide the following:

- what further action should be taken by the club or British Cycling
- whether the Vulnerable Adult should consider taking further action or advice
- whether further action, advice or investigation is needed by/from the Police or Social Care Services.

Passing on this information is important because the matter may be just one of a series of other instances which together cause concern. It enables the Safeguarding Team to act appropriately to support deal with the concern and to analyse trends and improve existing British Cycling policy and guidance.

Vulnerable Adult referral letters should be clearly marked private and confidential and sent to the SLO at: British Cycling, National Cycling Centre, Stuart Street, Manchester, M11 4DQ. Alternatively, the SLO can be contacted through British Cycling on: 0161 274 2000.

### 3.4.3 Involving Statutory Agencies

It should be noted that physical and sexual abuse is illegal. Consequently there is an obligation that allegations and concerns are reported to the police who will decide whether to take criminal action or not. In some instances, other types of abuse such as discrimination and financial exploitation may also be considered to be criminal and these should also be reported.



## SAFEGUARDING & PROTECTING VULNERABLE ADULTS

In any case of physical or sexual abuse or where a Vulnerable Adult's safety is at risk, the Vulnerable Adult must be encouraged to contact one of the following statutory agencies:

- their local police station or in an emergency, dial 999. The police should be involved if the abuse is thought to be of a criminal nature. A record should be made of the details of the referral and the crime reference number
- Adult Social Care Services (formerly Social Services). This body has a statutory duty to ensure the welfare of adults in vulnerable positions and are legally bound to investigate allegations of abuse. Such investigations will involve discussing the matter with the Vulnerable Adult, and where appropriate their carers. They will also gather information from others who know and are involved with the vulnerable person.

In an emergency, Social Care services contact details can be found on your area's County Council website or from the Samaritans (08457 909090) who will hold the Duty Officer's contact number.

All telephone referrals made to the statutory agencies must be confirmed in writing within 24 hours detailing the following information:

- the name and title of the member of staff to whom the concerns were passed and the date this happened
- any action that has been taken
- a summary of the information shared and the response received
- the time and date of the referral call to the statutory agency.

### Other services that can offer help and advice:

**Careline**, [www.carelineuk.org](http://www.carelineuk.org), 0845 434 5440

**Mencap**, [www.mencap.org.uk](http://www.mencap.org.uk), 0808 808 1111

**Mental Health Foundation**, [www.mentalhealth.org.uk](http://www.mentalhealth.org.uk)

**Mind**, [www.mind.org.uk](http://www.mind.org.uk), 0300 123 3393

**Ann Craft Trust**, [www.anncrafttrust.org](http://www.anncrafttrust.org), 0115 951 5400

**The Samaritans**, [www.samaritans.org](http://www.samaritans.org), 08457 90 90 90

**Care Quality Commission**, [www.cqc.org.uk](http://www.cqc.org.uk), 03000 616161

**Public Concern at Work**, [www.pcaw.co.uk](http://www.pcaw.co.uk), 020 7404 6609

**Freedom to Care**, [www.freedomtocare.org](http://www.freedomtocare.org), 01978 750583

**Respond**, [www.respond.org.uk](http://www.respond.org.uk), 0207 383 0700

**Action on Elder Abuse**, [www.elderabuse.org.uk](http://www.elderabuse.org.uk), 0208 835 9280

### 3.5 Allegations of previous abuse

Allegations of abuse are occasionally made some time after the event, for example by an adult abused as a young person by a member of staff who is still working with Vulnerable Adults. Where such an allegation is made, you should follow the procedures relating to the involvement of statutory agencies (section 2 & 3). This is because other Vulnerable Adults, either within cycling or in other environments, may be at risk from this person. Anyone who has a previous criminal conviction for offences related to abuse should automatically be excluded from working with vulnerable groups.

### 3.6 Barring Individuals from Working with Vulnerable Groups

Individuals working in cycling may be or become barred from working with vulnerable groups. This means they can no longer engage with these groups. This will occur in a number of ways:

- British Cycling may refer an individual to the Disclosure and Barring Service as recommended by Social Care Services following a safeguarding investigation (Scottish Cycling may refer individuals to the Protecting Vulnerable Groups Scheme in Scotland)
- The individual may be barred due to reasons outside of cycling

British Cycling clubs must be aware of the legal requirement to refer individuals to the above organisations whose behaviour suggests there is a safeguarding concern. British Cycling clubs must contact the Safeguarding Lead Officer who will provide advice, guidance and



complete the referral process. Individuals who are already barred must not be knowingly deployed in regulated activity (see SG 2.1).

## 3.7 Actions and sanctions

British Cycling may take action to restrict a member's involvement in cycling during an ongoing investigation. This is a neutral act and does not pre-empt any decision. At a later point the individual may be subject to action under the British Cycling Disciplinary Rules.

## 4. SAFEGUARDING VULNERABLE ADULTS IN THE CLUB

### 4.1 Club Welfare Officer (CWO)

Every cycling club that has children and/or Vulnerable Adults regularly using its facilities must appoint a Club Welfare Officer (CWO). This person must have a good awareness of vulnerable people and the difficulties they face,

good communication skills and an ability to provide support and advice. They should also be well organised, have good administrative and recording skills and an ability and willingness to promote and implement the British Cycling Safeguarding & Protecting Vulnerable Adults Policy, procedures and resources.

The CWO should be a figure well-known in the club and approachable by vulnerable people but not someone involved directly in the coaching or day-to-day running of Vulnerable Adult cycling programmes. It is advisable that the CWO is a member of British Cycling. It is essential that the CWO is able to act in a confidential manner and to recognise the boundaries of his or her competence, role and responsibilities and where to seek advice and support. The role and responsibilities of a CWO are outlined in section 5.1.

### 4.2 Codes of Conduct

Codes of conduct indicate the expected behaviours of everyone involved in cycling. There are a number of different codes of conduct and many clubs will already have adopted and adapted their own. It may also be useful to consider specific codes of conduct for parents, young riders and other members. SG 1.3 lists the expected standards of conduct set out by British Cycling but you may wish to

consider consulting your young riders and parents on other areas they might wish to include. The British Cycling Codes are available from the website at [www.britishcycling.org.uk](http://www.britishcycling.org.uk).

### 4.3 Changing Rooms

- Where it is felt that appropriate supervision is necessary for Vulnerable Adults, this should be undertaken by two or more personnel
- Coaches or volunteers should not shower or change at the same time as the riders they have been working with
- No staff or volunteers, medical or otherwise should be present when riders of the opposite sex are showering or changing (for example a male coach working with a female group of riders)
- In mixed gender clubs separate changing facilities should be available. If a vulnerable individual is uncomfortable showering or changing in public, no pressure should be put on them to do so; they should be encouraged to change and shower at home
- Vulnerable Adults and, where appropriate, their carers should be involved in deciding how best they can be assisted. Always ensure the Vulnerable Adult consents to the assistance that is offered
- No photographic equipment should be used in the changing room environment. This includes cameras, video cameras, camera phones etc. Guidance on photography can be found at SG 5.4.

### 4.4 Coaching Ratios

Although there is government guidance for people working with Vulnerable Adults such as that found in the No Secrets guidance, it is essential in cycling that a separate risk assessment is undertaken for each group of Vulnerable Adults and that this is reviewed for each training session. Participants who require care or support from other adults for whatever reason, including those qualified as coaches, should be supervised at all times.



# SAFEGUARDING & PROTECTING VULNERABLE ADULTS



In line with the national guidance the level of supervision should take account of the:

- disability and level of physical and mental ability of each individual
- extent of dependency of the vulnerable individual on carers/parents
- type of training session being undertaken
- individual's scope for developing independence
- environment that the session is taking place in
- risk assessment.

If there is an accident or incident you should ensure there is always someone available to supervise the other Vulnerable Adults and coaches should ensure they never work in isolation.

## 4.5 Organising Trips Away

Even the simplest day trip away from the club requires planning. When planning residential trips for riders clubs should use the advice and checklists given in NSPCC Safe Sport Away, Training Camp Checklist and consent forms (SG 4.1 to SG 4.5) [www.nspcc.org/inform](http://www.nspcc.org/inform)

The main factors to consider are:

### 4.5.1 Communication With Parents and Carers

For a short day trip this may amount merely to details of transport, pick up and return points and times, competition or venue details, team leader or coach contact details, emergency contact details for parents/carers, costs, dietary requirements (if relevant) and any other special requirements or medical details. Strict instructions should be given to parents/carers regarding the drop off and return locations and times.

### 4.5.2 Transport

Points to consider include vehicle type (public transport, minibus, coach or private car), any special requirements for cyclists with disabilities, length of journey, competence of

driver, journey time, distance, stopping points, supervision during journey and legislation regarding seat belts.

### 4.5.3 Supervision

The staff or volunteers organising the trip will have the duty of care to act in loco parentis for the duration of the trip. Clubs should ensure that the persons they appoint to care for the group are appropriately trained in safety and safeguarding and that they have relevant information regarding any special needs or requirements of any rider. Anyone working in a supervisory role should be appropriately vetted to ensure their suitability to work with Vulnerable Adults in line with British Cycling's Safeguarding & Protecting Vulnerable Adults Policy.

### 4.5.4 Emergency Procedures

The team leader or coach should know how to contact emergency services and have access to at least a basic First Aid box. Those in charge of riders have a duty to ensure that they

are kept safe and healthy and should not hesitate to act in an emergency and to take life-saving action in an extreme situation. All adults working with the group should be briefed on the reporting procedure should an emergency occur.

### 4.5.5 Insurance

All registered members of British Cycling are covered for public liability and personal accident cover during cycling activities under British Cycling's policy. Passengers travelling by motor vehicle should be covered by law by the insurances required under the Road Traffic Act (1988). When using private vehicles it may be necessary to check with the insurance company for any restrictions. Consideration should be given to accident, breakdown and recovery cover.

## 4.6 Local Protection of Vulnerable Adults Committees

The British Cycling Safeguarding & Protecting Vulnerable Adults Policy and the guidance contained in this document and its appendices are consistent with the government's Safeguarding Vulnerable Groups Act 2010. However, clubs and regions should endeavour



to make themselves aware of the local authority protection of Vulnerable Adults arrangements, policies and procedures as they relate to sports. The CWO should obtain the Local Authority lead officer's name and contact details.

## 5. DESIGNATED PERSONS WITH RESPONSIBILITY FOR SAFEGUARDING VULNERABLE ADULTS IN CYCLING

### 5.1 Club Welfare Officer (CWO)

#### 5.1.1 Responsibilities

The CWO needs to have awareness and understanding of the British Cycling Safeguarding & Protecting Vulnerable Adults Policy and procedures, and keep up to date with the appropriate training. The CWO is responsible for acting as a source of advice on safeguarding and protecting Vulnerable Adults and co-ordinating action within and on behalf of the club. The CWO must also co-ordinate club responses and actions as prescribed by the British Cycling SLO in line with British Cycling policy and procedure. Ideally the post holder should be a member of their club's committee.

#### 5.1.2 Role

- To provide information and advice on protection for Vulnerable Adults within the club.
- To ensure that the club adopts and follows British Cycling's Safeguarding & Protecting Vulnerable Adults Policy and procedures, understands its responsibilities under the SVG Act, and promotes awareness of these within the club.
- To keep records of all those who have been vetted within the club and to ensure that DBS checks are updated on at least a three yearly basis.
- Ensure that all club volunteers are suitably recruited- completing application forms, interviews and reference requests (see supporting documents)
- To receive information from club staff, volunteers, Vulnerable Adults, parents, carers or advocates who have protection concerns regarding Vulnerable Adults and record it.

- To assess the information promptly and carefully, clarifying or obtaining more information about the matter as appropriate.
- To report concerns where appropriate to the British Cycling SLO in consultation with the individual or their carer- in line with British Cycling procedures.
- To ensure that adequate information is available at the time of referral to the SLO and that the referral is confirmed in writing, under confidential cover, where possible using SG 1.4.
- To advise club officers regarding the appropriate levels of protection required during the training of Vulnerable Adults from all individuals working with vulnerable groups in the club.
- To promote an equal opportunities approach within the club, by maintaining anti-discriminatory practice standards, acknowledging that discrimination exists, actively addressing instances in line with British Cycling policy and procedure and encouraging club members to receive training to raise awareness and improve understanding of discrimination.
- To advise the club of relevant training opportunities.
- Maintain a written record of training and relevant qualifications of those working in the club.

#### 5.1.3

#### Skills

- Approachable and friendly
- Good listener and effective communicator
- Confident and a good leader
- Organised
- Enthusiastic and a good motivator
- Knowledge of British Cycling child protection policies and procedures
- Knowledge of the Data Protection Act
- Ability to deal with matters in a confidential manner



# SAFEGUARDING & PROTECTING VULNERABLE ADULTS



- Tactful when dealing with sensitive issues

The CWO should undergo the vetting procedure outlined in Section 6.

## 5.2

### British Cycling Safeguarding Team

This team has good knowledge and understanding of the issues that Vulnerable Adults face in the sporting environment and a focussed approach to addressing concerns, raising awareness and improving practice. The team must be able to communicate effectively to provide advice and support at all levels. They should have influencing skills and an ability to work with conflict and with emotionally distressing matters. Knowledge of relevant legislation, government guidance, the British Cycling Safeguarding and Protecting Vulnerable Adults Policy and procedures is essential. The ability to confront poor or discriminatory practice and to promote and demonstrate high standards of anti-discriminatory practice in relation to safeguarding and abuse is required.

## 5.2.1

### Responsibilities

The British Cycling Safeguarding Team has overall responsibility for the development and establishment of British Cycling's approach to safeguarding Vulnerable Adults. Additionally they are responsible for acting as a source of advice, for co-ordinating action within British Cycling and for liaising with statutory agencies and other relevant organisations about suspected or actual cases of abuse.

## 5.2.2

### Role

- To liaise with the RMG over individual cases, proposed policy and guidance.
- To liaise with the specialists and investigators who may be brought in to help with Vulnerable Adult cases regarding individual cases, proposed policy and guidance.
- Chair and contribute to the Safeguarding Working Group
- Lead in maintaining and reviewing the Safeguarding Vulnerable Adults Implementation Plan.

- To co-ordinate the dissemination of policy, procedures and resources
- To represent British Cycling at external meetings related to the protection of Vulnerable Adults.
- To complete an annual report to British Cycling's Board on the progress of its activities in implementing and monitoring these procedures, and on the incidence and outcome of cases that have arisen in the year.
- They may call upon external expert advice in auditing its procedures and improving its policies.
- To monitor and review progress on all cases and to identify any trends emerging which require a review or revision of existing policies and procedures.
- To manage and investigate cases of poor practice/abuse reported to British Cycling.
- To report any investigation carried out to the RMG.
- To convene and chair the Referral Management Group meetings as required.
- To manage referrals to Statutory Agencies.
- To liaise with the SLO on matters of safeguarding Vulnerable Adults policy and procedure.<sup>5</sup>
- To provide advice and support to Club Welfare Officers and British Cycling members.
- To advise on British Cycling's child protection training needs and development of its training strategy.
- To maintain confidentiality with regards to cases.
- To keep up to date with own knowledge and skills.
- To receive reports of referrals and investigations from the SLO or investigators on behalf of the Referral Management Group





The Safeguarding Team should undergo the vetting procedure outlined in Section 6.

The British Cycling SLO has overall responsibility for the development and establishment of the British Cycling's approach to safeguarding Vulnerable Adults.

### 5.3 Referral Management Group

This group must work within the policies and procedures of British Cycling to ensure that all decisions relating to safeguarding Vulnerable Adults are reached following a fair, open and transparent process whilst being conscious of the possible impact on adults at risk. The group is made up of individuals with appropriate training and experience of safeguarding. The Referral Management Group will also link in with Local Social Care Services or other professionals for further guidance where necessary.

#### 5.3.1 Responsibilities

- To recommend, where appropriate, that a person is referred to ISA in accordance with Safeguarding Vulnerable Groups Act 2006.
- To recommend to the officers of British Cycling, where appropriate, that a person is temporarily suspended or banned from some or all activities related to cycling.
- To monitor and review progress on all cases and to identify any trends emerging which require a review or revision of existing policies and procedures.

#### 5.3.2 Role

- To make decisions on the initial approach to all reported cases related to the welfare and protection of Vulnerable Adults. That is, to the 'route' a case will take either internally or via external referral to statutory agencies, but may also include making decisions in relation to concerns arising from information gathered in the recruitment process.
- To make initial decisions as to the 'internal' level each case shall be dealt with. For example minor poor practice cases may be referred back to the club complaints or disciplinary process.

- To advise others within British Cycling about actions they may need to take, such as initiating disciplinary procedures.
- To confirm all final decisions relating to safeguarding referrals or DBS Disclosures. Each Disclosure document must be signed by at least two of the RMG members, showing clearly the identified actions and considerations taken.

The members of the RMG should undergo the vetting procedure outlined in Section 6.

### 5.4 Everyone Involved In Cycling

As outlined elsewhere in this document everyone involved in cycling has a duty to act if they have a concern about a Vulnerable Adult. There are a variety of actions that can be taken. As a minimum the person concerned should contact the relevant club welfare officer or the British Cycling SLO for help and guidance on how to progress their concerns.

## 6. RECRUITING AND SELECTING PEOPLE TO WORK WITH VULNERABLE ADULTS IN CYCLING

Anyone may have the potential to abuse Vulnerable Adults in some way and it is important that all reasonable steps are taken to prevent unsuitable people from working with them. This applies to anyone whether voluntary or paid who is going to have significant access to Vulnerable Adults. The steps that should be taken are the same for volunteers or employees.

British Cycling's recruitment and selection procedures are based on the Safeguarding Vulnerable Groups Act 2006 and the Protection of Freedoms Act 2012 and may be revised from time to time.

### 6.1 Controlling Access to Vulnerable Adults

All individuals who will have significant access to Vulnerable Adults must first be vetted to establish whether they have any criminal convictions or other past behaviour that suggests they are unsuitable to work with Vulnerable Adults or may present a risk to them. This applies equally to paid staff and volunteers.



# SAFEGUARDING & PROTECTING VULNERABLE ADULTS



All new volunteers and paid staff working in a role that involves 'Significant Access' to Vulnerable Adults, or where they have a Position of Trust, or existing volunteers or staff who change their role to work with these vulnerable groups, are required to complete the following vetting process:

- complete an assessment document to ascertain whether the individual works in regulated activity and requires a DBS Disclosure.
- complete a self-declaration form and DBS Disclosure application and return to British Cycling.
- provide the CWO with two appropriate referees (see SG 2.3 & SG 2.4).
- provide the CWO with details of previous volunteering experience or relevant employment (see SG 2.2).

## 6.1.1 Regulated Activity

In addition those working in a Regulated Activity must also comply with legal requirements of the acts cited above, as these are implemented. See SG 2.1.

Club Welfare Officers (CWOs) as recruiting officers should satisfy themselves that the position that the individual will be working in is a regulated position. For the purposes of cycling, a regulated position, as defined by the DBS Code of Practice, would include:

- Those whose normal duties (paid or unpaid) include caring for, training, supervising or being in sole charge of Vulnerable Adults
- Those whose normal duties (paid or unpaid) include supervising or managing an individual in his work in a regulated position.

## 6.1.2 Self-Declaration Form

The self-declaration form requires prospective volunteers and employees to declare any criminal records they may have, even if these are considered 'spent', or any disciplinary investigations by any organisation including employers, the police or social services that relate to inappropriate behaviour towards a child or Vulnerable Adult.

The CWO or recruiting officer should make it clear that a failure to disclose relevant information may result in disciplinary action and possible dismissal or exclusion. It should also be made clear that having a criminal record is not necessarily a barrier to working in cycling. Individuals being asked to complete a self-declaration and DBS application should be made aware of British Cycling's policy on the recruitment of ex-offenders (SG 2.1).

The self-declaration form should be completed and returned to the British Cycling SLO along with a completed DBS application. This must be sent, marked private and confidential, to the Safeguarding Lead Officer at British Cycling. This declaration should be renewed if the individual significantly changes their role within the club or joins a new club occupying a similar role.

## 6.1.3 References

All new volunteers and employees must supply the CWO with the details of at least two referees who will vouch for the suitability of that person to work with Vulnerable Adults. The CWO or recruiting officer must contact these to request references or verify any prewritten references. This should be done in writing where possible, however where a check has taken place verbally, a written note must be kept of the conversation by the CWO or recruiting officer. This note may be brief. A standard form is available for this purpose (SG 2.3 & 2.4). The CWO must maintain records of any references including written records of verbal references.

## 6.1.4 Previous Experience and Qualifications

The prospective volunteer or employee should be asked to provide details of previous employment/relevant volunteering and any gaps in the employment history must be accounted for. This information can be provided using the volunteer application form (SG 2.2). Any relevant qualifications the individual declares should be verified to ensure they are genuine and valid.

**Note:** *Completing the above process does not guarantee that an individual is safe to work with Vulnerable Adults. British Cycling will use information from the DBS as part of an overall recruitment and selection process to assess any potential risk. The club will also need to assess for itself the individual's suitability by interviewing, assessing training needs and on-going supervision.*



## 6.1.5 DBS Disclosure

Those with significant access to children or Vulnerable Adults, or who hold a position of trust, must also complete a Disclosure and Barring Service (DBS) Disclosure application this should be completed at the same time as a Self Declaration Form.

A DBS Enhanced Disclosure will provide information about:

- criminal convictions and police cautions
- police/social services information considered to be relevant by the chief of police officers
- it may also contain information regarding whether an individual is barred from working with vulnerable groups (see SG 2.1)

Criminal record information revealed by the DBS Disclosure will be assessed by the British Cycling Referral Management Group in line with British Cycling's policy on the recruitment of ex-offenders (SG 2.1) and the DBS Code of Practice. Completing a DBS form is a confidential and sensitive matter for some people and care should be taken to explain how the information contained on the certificate will be treated.

As a registered body of the DBS, British Cycling is fully compliant with the DBS Code of Practice including the secure storage, handling, use, retention and disposal of Disclosures and Disclosure information (See SG 2.1). Any disclosures will be dealt with confidentially, following the Child Protection in Sport Unit's Protocol for Information Sharing (SG 5.2).

DBS Disclosures must be renewed at least every three years if a person remains in post or more regularly if, for example, there is a concern raised, if the person changes their role or moves to a new club, or if the person has been absent from the club for a significant period.

DBS Disclosures for British Cycling volunteers are free of charge. The definition of a volunteer for this purpose is a person who is engaged in any activity which involves spending time, unpaid (except for travel and other approved out-of-pocket expenses), doing something

which aims to benefit someone (individuals or groups) other than or in addition to close relatives.

## 6.2 Who Should Be DBS Checked?

Every British Cycling Affiliated club that has Vulnerable Adults regularly using its facilities must ensure that the following roles are DBS checked:

- Club Welfare Officer (CWO)
- Coaches who regularly coach Vulnerable Adults
- Drivers
- Volunteers who regularly spend time away with Vulnerable Adults at events or training camps.
- Website Administrators/ Forum moderators

The following roles should only be DBS checked if they involve Significant Access to Vulnerable Adults:

- Club officers/ committee members
- Volunteers/helpers
- Competition organisers
- Race Officials/ Commissaires

Before requesting a DBS Disclosure the CWO, as the recruiting officer, must satisfy themselves that the position that the individual will be working in involves 'Significant Access' to Vulnerable Adults or is a Regulated Activity. For the purposes of cycling, a Regulated Activity, as defined by the Safeguarding Vulnerable Groups Act would include:

- Training, teaching or instruction provided wholly or mainly for Vulnerable Adults such as coaching a group of cyclists with a specific disability, for example a group with learning disabilities
- Any form of assistance, advice or guidance provided wholly for mainly for Vulnerable Adults, such as cyclists who have been or are referred to the club by their GP for problems with weight management



# SAFEGUARDING & PROTECTING VULNERABLE ADULTS

- Any form of treatment or therapy for a Vulnerable Adult, such as a club physiotherapist providing treatment in the club
- Driving a vehicle which is being used only for the purpose of conveying children or Vulnerable Adults and any person caring for the Vulnerable Adult, for example taking a group of cyclists to an event.

It also includes those whose normal duties include supervising or managing an individual in his work in a regulated activity.

The fact that an individual may come into contact with Vulnerable Adults is insufficient to subject them to a DBS check. Eligibility for a DBS check depends on the specific role a person will perform whilst conducting their duties within an organisation. The British Cycling Compliance Team will provide prospective DBS applicants with a form to complete to establish the role and duties they are expected to fulfil whilst carrying out their role and DBS applications made accordingly. The SLO at British Cycling will advise

CWO's and managers who are unsure of the appropriate level of vetting for any role.

## 6.3 Clubs Working With Vulnerable Groups

As part of British Cycling's commitment to good safeguarding practice it is important that the organisation is aware of each affiliated club which engages with vulnerable groups.

At the point of affiliation, British Cycling will request each club to declare whether it:

- has members who are children or Vulnerable Adults or
- provides services to children or Vulnerable Adults

For clubs which declare that they do engage with these groups British Cycling will support them to fulfil their obligations as laid out in this policy, legislation and government guidance.

## 6.3.1 Protecting Vulnerable Groups Scheme- Scotland only

The Protecting Vulnerable Groups (PVG) Scheme is now in force. The scheme is

managed by Disclosure Scotland. The scheme is responsible for making decisions about who should be barred from working with vulnerable groups.

All individuals who work with vulnerable groups in cycling on a regular basis may be required to register with the scheme. Cycling clubs will need to liaise with Scottish Cycling in order to declare which individuals at their club work with children or Vulnerable Adults on a regular basis.

Scottish Cycling will register an interest in relevant individuals with the PVG. The PVG will continually update Scottish Cycling to confirm whether the individual is barred from working with vulnerable groups. Scottish Cycling will take action to engage the individual in working with vulnerable groups or remove them as appropriate.

For further information contact Scottish Cycling or visit: [www.disclosurescotland.co.uk/about/vulnerable-groups/](http://www.disclosurescotland.co.uk/about/vulnerable-groups/)

## 7. AWARENESS AND TRAINING

### 7.1 Training for Staff and Volunteers

Training should be provided for staff and volunteers on the policy, procedures and professional practices that are in place and commensurate with their responsibilities in the Vulnerable Adult protection process. Training should take place at all levels of British Cycling to ensure that procedures are carried out consistently, it should also be considered as a continuing responsibility to ensure safeguarding knowledge is up to date.

This should include:

- awareness training in the abuses that can take place and the duty to report
- specialist training for investigators and managers
- issues relating to staff safety within a Health and Safety framework
- To create an enjoyable and safe environment for all vulnerable people, everyone involved in cycling must be aware of what is good practice and how to deal with poor practice and abuse.

# SAFEGUARDING & PROTECTING VULNERABLE ADULTS



Role	Read British Cycling Safeguarding and Protecting Children Policy	Complete Basic Awareness module	Local Council Safeguarding Children course or equivalent	Sportscoach UK Equity in your coaching workshop or equivalent
Membership Secretary	•			
Club Welfare Officer (CWO)	•	•	•	•
Coaches	•	•	•	•
Co-ordinator or Manager of groups of children or coaches	•	•	•	
Drivers who may travel with children	•			
Club Officers / Committee members	•			
Volunteer / parent helper	•	•		
Event organiser	•	•		
Commissaire / Referee	•			
Club employee / steward	•			
Volunteers who accompany a group of riders on over night stays	•	•		

Formal training will help people to work safely and effectively with vulnerable people by:

- comparing their own practice against what is regarded as good practice and identifying ways to improve
- ensuring that they are not placing themselves at risk from allegations
- recognising their responsibilities and reporting any concerns about suspected poor practice or abuse
- understanding the recruitment and selection procedures described (Section 6)

The CWO should maintain a written record of training and relevant qualifications of those working with Vulnerable Adults within the club. The Club Safeguarding Audit form can be used to assess training requirements and club awareness on an annual basis.

## 7.2

### Recommended Levels of Awareness and Training

Within the club environment everyone has a responsibility to be aware of the Safeguarding & Protecting Vulnerable Adults policy, understand what is good and poor practice and know what to do if they have a concern. All members should have access to the policy document at the club or be made aware that it can be accessed through the British Cycling website.

## 7.3

### Training

Coaches and volunteers may undertake the generic sports coach UK courses such as Equity in your coaching and creating a safe coaching environment. Information is available on the Sportscoach UK website [www.sportscoachuk.org](http://www.sportscoachuk.org)

Local authorities may run basic awareness safeguarding courses. British Cycling has a specific training course for Club Welfare Officers and those with designated responsibilities for safeguarding and protecting



## SAFEGUARDING & PROTECTING VULNERABLE ADULTS

children: Time to Listen. British Cycling will promote all Safeguarding & Protecting Vulnerable Adults training opportunities through volunteer newsletters and the British Cycling website [www.britishcycling.org.uk](http://www.britishcycling.org.uk)

### 8. COMPLAINTS AND DISCIPLINARY PROCEDURES

British Cycling has its own complaints & disciplinary procedure (SG 1.11) for dealing with breaches of the Safeguarding & Protecting Adults Policy and procedures.

- If a case is being investigated by a statutory agency, British Cycling may suspend the individual concerned whilst this investigation is taking place. This is a neutral act and is not intended to prejudge the outcome of the investigation, but simply to remove the individual from contact with Vulnerable Adults until the investigation is concluded. Once the statutory agency's investigation is completed, and irrespective of its findings, British Cycling will assess the case following its disciplinary procedures.
- If the abuse is alleged to have been committed in the course of a person's employment, he or she will be subject to whatever disciplinary procedures and sanctions are stated in their employment contract. British Cycling may decide to await the outcome of such procedures before starting its own investigation.
- In accordance with British Cycling's Rules, British Cycling may impose disciplinary sanctions against Go-Ride clubs who fail to adopt and implement the Safeguarding & Protecting Vulnerable Adults Policy and procedures, particularly if such failures are serious or persistent. If concerns remain once a matter has been handled by the club these should be referred to the SLO who will ask the senior officers of British Cycling to decide how to deal with this and whether or not to initiate disciplinary proceedings.
- Every effort will be made to maintain confidentiality for all concerned, and consideration will be given to what support may be appropriate to each individual involved. Support Information Sheets are available (SG 1.6 to 1.9) for those reporting or receiving a concern, and for those against whom an allegation has been made.

- It is not always possible to determine exact timescales for when cases will be resolved, however British Cycling will always try to ensure that all parties know what procedure will be followed and what the expected time scales are. If there is a delay they will endeavour to inform all parties why there is a delay and when any development is expected. There should not be any period without communication of more than 28 days with involved persons. Ideally case management processes should not extend over more than three months, only in exceptional circumstances should they extend up to six months.

### 9. IMPLEMENTATION AND MONITORING PROCEDURES

#### 9.1 Safeguarding Working Group

British Cycling has created the Safeguarding Working Group, chaired by the Safeguarding Lead Officer, to progress and implement safeguarding within British Cycling to ensure it

is fit for purpose in areas including training, strategy, policy and procedures. The group is made up of individuals with appropriate training and experience of safeguarding from departments across the organisation and from external welfare focussed organisations.

It is the groups' responsibility to ensure:

- safeguarding principles underpin all areas of British Cycling activity and is embedded in organisational strategy
- the Safeguarding Action Plan is designed and implemented
- the establishment and implementation of safeguarding arrangements is accepted and delivered at a local level
- good safeguarding practice is driven through senior management, partners and affiliated organisations
- safeguarding implementation is measured and reported
- that the needs of all vulnerable riders are met
- relevant resources and communications are child focussed



- systems are in place to monitor and record breaches of policy
- appropriate safeguarding communications are in place for a variety of audiences
- that children are consulted and provided with suitable opportunities to lead and influence cycling development
- training and education is delivered to all roles in line with British Cycling strategy
- the safeguarding policy is updated regularly to reflect legislation, government guidance and good practice

As part of British Cycling's commitment to the CPSU "Call to Action" post standards framework the organisation will complete an annual safeguarding self assessment and attend an annual safeguarding progress meeting with CPSU. This meeting will be attended by the SLO, CEO and a board

member. The purpose of this is to ensure that British Cycling is compliant with good practice and embedding safeguarding thereby meeting its obligations from legislation, government and funding partners.

## 9.2 Senior Management

The British Cycling Board of Directors, CEO and Senior Management Team are responsible for driving safeguarding at a strategic level. In relation to safeguarding it is their responsibility to:

- endorse and promote safeguarding policy, safeguarding action plans and training strategy
- nominate a safeguarding champion
- ensure Service Level Agreements and funding agreements contain safeguarding conditions
- ensure safeguarding forms part of all British Cycling planning activity
- endorse the work of the Safeguarding Team and the Safeguarding Working Group
- influence partners to adopt safeguarding strategies

## 9.3 Cycling Club Self-Monitoring

A Club Safeguarding Self Audit form for clubs and other organisations has been designed to monitor their own compliance with the requirements set out in this policy (SG 3.4).

- this form should be completed and sent to the British Cycling Development Team
- the Development Team will assess any action points from the information provided. Actions point's specific to an individual club will be completed as required. Significant action points will be addressed through the Safeguarding Working Group
- actions may include the provision of training, guidance or support to individuals or clubs generally.

Clubs who have members who are vulnerable people regularly accessing their services must ensure that the name and contact details for their CWO, or in the case of an educational

establishment, the person with responsibility for welfare, are completed in their British Cycling Club Audit. This information must be updated, as necessary, during the year by the club secretary or other senior club officer. British Cycling should be updated of any personnel changes that occur, particularly when the club re-affiliates each year.

## 10. SAFEGUARDING GUIDANCE DOCUMENTS

The Safeguarding Guidance documents (SG) are available to download from the British Cycling website

### Section 1: Codes Of Conduct, Disciplinary Procedures and Raising Concerns

- 1.1 British Cycling Code of Conduct
- 1.2 British Cycling Equality Policy
- 1.3 The Adoption And Application of Codes of Conduct for Cycling Clubs
- 1.4 Reporting A Safeguarding Concern
- 1.5 Anti-Bullying Guidance for Cycling Clubs
- 1.6 Advice And Support for Junior Cyclists



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- 1.7 Advice And Support for Individuals Receiving a Concern Or Allegation
- 1.8 Information for those Against Whom a Complaint of Poor Practice or Allegation of Abuse Has Been Made
- 1.9 How To Report A Concern of Abuse of a Vulnerable Adult
- 1.10 Whistle Blowing Policy

- 1.11 British Cycling Case Management Procedure

## **Section 2: Safe Recruitment and Vetting Guidance**

- 2.1 Recruitment of Individuals with Previous Convictions
- 2.2 Specimen Volunteer Application Form
- 2.3 Specimen Club Personal Reference Request
- 2.4 Specimen Club Reference Form
- 2.5 Umbrella DBS Checks

## **Section 3: Club, Training and Competition Guidance**

- 3.1 Duty of Care When Supervising Children and Vulnerable Adults
- 3.2 Guidelines for Cycling Events
- 3.3 Cycling Event Contacts
- 3.4 Club Safeguarding Self Audit
- 3.5 Physical Contact And Vulnerable People In Cycling
- 3.6 Managing Challenging Behaviour Of Children And Vulnerable Adults In Cycling
- 3.7 Protecting Riders With Disabilities
- 3.8 Risk Assessments
- 3.9 Quick Guide To Safeguarding
- 3.10 Event Welfare Plan - to be completed
- 3.11 Club Runs
- 3.12 Riders Coming and Going

## **Section 4: Training Camps and Residential Visits**

- 4.1 Planning Residential Trips

- 4.2 Parent & Carer Consent for Residential Trips
- 4.3 Personal Information for Residential Trips
- 4.4 Away Event Checklist
- 4.5 Away Events Feedback Form

## **Section 5: Use of Social Media and Information Sharing**

- 5.1 British Cycling and Information Sharing
- 5.2 Using Social Networking Services and Social Media
- 5.3 Instant Messaging: Safeguarding Guidelines
- 5.4 Safeguarding and Photography







## ADDITIONAL INFORMATION FOR ORGANISERS

### ADDITIONAL INFORMATION FOR ORGANISERS

#### The Cycle Racing on Highways Regulations, 1960 (and 1980 and 1995 Amendment Regulations)

All organisers should be aware of the Regulations under which cycle racing on the highways is permitted and the following are the main points.

1. These Regulations shall come into operation on the first day of March, 1960, and may be cited as 'The Cycle Racing on Highways Regulations, 1960'.

2. (1) In these Regulations, unless the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them, that is to say:-

'time trial' means a race or trial of speed between bicycles or tricycles, not being motor vehicles, so arranged and conducted-

- (a) where the competitors are not divided into groups, that each competitor starts at a time which is separated by an interval of not less than one minute from the starting time of every other competitor, or, where the competitors are divided into groups, that-
  - (i) no group comprises more than four competitors,
  - (ii) no member of a group competes against any other member of that group,
  - (iii) each member of a group starts at the same time as every other member of that group, and
  - (iv) each group starts at a time which is separated by an interval of not less than one minute from the starting time of any group; and;
- (b) The result of the trial or race depends not upon the order in which the competitors or any of them reach a particular point but upon-
  - (i) the time each competitor or, if the competitors are divided into groups as aforesaid, any member of a group to get from his starting point to his finishing point, or

- (ii) the distance which each competitor or, as the case may be, any member of a group of competitors covers in a fixed time reckoned from the time when he starts;

'bicycle race' means a race or trial of speed between bicycles or tricycles, not being motor vehicles, which is not a time trial;

'promoter', in relation to a time trial or bicycle race, means the person who organises or arranges or is responsible for the organisation or arrangement of the trial or race;

'appropriate officer of police', in relation to a time trial or bicycle race, means the Chief Officer of Police for every police area which comprises any public highway on which the trial or race is held;

'The standard conditions' has the meaning assigned to it by sub-paragraph (a) of paragraph (1) of Regulation 5.

- (2) The Interpretation Act, 1889, shall apply for the interpretation of these Regulations as it applies for the interpretation of an Act of Parliament.

3. (1) Subject to the following provisions of this regulation, the holding of a time trial on a public highway is hereby authorised if the promoter of the trial has, not less than twenty-eight days next before the day on which the trial is to be held, or if it is to be held on more than one day, the day on which the trial is to begin, given or caused to be given to the appropriate officer of police in writing notice of the proposal to hold the trial and the following particulars with respect thereto-
  - (a) the day or days on which and the time during which the time trial is to be held;
  - (b) a description of the route to be followed by the competitors and the name of, or a description sufficient to identify, any public highway on which the trial or any part thereof is to take place;
  - (c) particulars of the place or places where the trial is to start and finish;
  - (d) the maximum number of competitors who will be permitted to take part in the trial, and
  - (e) details of the arrangements which will be made for the purposes of marshalling, assisting or supervising the competitors, and



- (f) Such particulars of the rules or arrangements governing the trial as may be sufficient to show that the proposed trial is a time trial.
    - (2) The holding of a time trial shall not be treated as being authorised by this Regulation unless the circumstances in which it is held and conducted accord with the particulars given under paragraph (1) of this Regulation.
  4. (1) If in any case where notice of a proposal to hold a time trial has been given in accordance with paragraph (2) of Regulation 3:
    - (a) particulars with respect to the trial have not been given in accordance with the said paragraph (1),
    - (b) changes are proposed in the circumstances affecting the trial which affect the particulars which have been given in accordance with said paragraph (1).

the promoter, before the holding of the trial, applies or causes application to be made to the appropriate officer of police for the trial to be authorised and gives or causes to be given to the said appropriate officer in writing, in the case mentioned in subparagraph (a) of this paragraph, any particulars which should have been previously given, or, in the case mentioned in subparagraph (b) particulars of the said changes, the said appropriate officer may, in the case mentioned in subparagraph (a), authorise the trial to be held with those changes or such of them as he may approve.
  - (2) The holding of a time trial on a public highway shall not be treated as being authorised under this Regulation unless the circumstances in which it is held and conducted accord with the particulars given in accordance with Regulation 3 or paragraph (1) of this Regulation and, where the trial is authorised with any changes with those changes.
5. (1) Subject to the following provision of this Regulation and the provisions of Regulation 8, the holding of a bicycle race on a public highway is hereby authorised if:-
    - (a) the race is held and conducted in accordance with the following conditions (in these Regulations referred to as 'the standard conditions'):-
      - (i) The number of competitors must not exceed:
        - (a) in two, not more than two, races selected in any one year by the British Cycling Federation of National Cycling Centre, Stuart Street, Manchester M11 4DQ; - 100.
        - (b) in the case of any race not promoted by virtue of sub-paragraph (a) above, - 80.
      - (ii) no part of the race must take place during the time between half-an-hour after sunset and half- an-hour before sunrise;
      - (iii) where the route to be followed by a competitor is such that he must while on the highway pass a point on that highway at least twice (whether in the same or a different direction), the length of the route which he has to follow after passing that point at any time until he next passes it again, must not be less than ten miles; and
      - (iv) where any length of the route is comprised of any public highway on which a speed limit of 40 m.p.h. or less is imposed by or under any enactment, that length must not exceed one mile and a half and no part of it must lie within three miles, measured along the route, of any part of any other such length, and
    - (b) the promoter of the race, not less than twenty- eight days next before the day on which the race is to be held, or if it is to be held on more than one day, the day on which the race is to begin, gives the appropriate officer of police in writing notice of the proposal to hold the race and the like particulars with respect to the race as are required by subparagraphs (a) to (e) of paragraph (1) of Regulation 3 to be given with respect to a proposed time trial being:-
      - (i) the day or days on which and the time during which the race is to be held;
      - (ii) a description of the route to be followed by the competitors and the name of, or a description sufficient to identify any public highway on which the race or any part thereof is to take place;
      - (iii) particulars of any place or places where the race is to start or where it is to finish;
      - (iv) the maximum number of competitors who will be permitted to take part in the race;



## ADDITIONAL INFORMATION FOR ORGANISERS

(v) sufficient particulars to show what arrangements will be made for marshalling assisting or supervising the competitors; and also such further particulars relating to the race as may be sufficient to show that it is proposed to be held and conducted in accordance with the standard conditions.

(2) The holding of a bicycle race shall not be treated as authorised by this Regulation unless the circumstances in which it is held and conducted accord with the particulars given under subparagraphs (b) of this Regulation.

### 6. (1) If:

(a) notice of a proposal to hold a bicycle race has not been given in accordance with subparagraph (b) of paragraph (1) of Regulation 5, or

(b) particulars with respect to the race have not been given in accordance with the said subparagraph (b), or

(c) changes are proposed in the circumstances affecting the race which affect the particulars which have been given in accordance with the said subparagraph (b) and the promoter, before the holding of the race:-

(i) in the case mentioned in subparagraph (a) of this paragraph, gives to the appropriate officer of police notice in writing of the proposal to hold the race together with such particulars with respect to the race as are referred to in subparagraph (b) of paragraph (1) of Regulation 5 and applies to that officer for the holding of the race to be authorised, or

(ii) in the case mentioned in subparagraph (b) of this paragraph, gives to the appropriate officer of police any particulars which should have been previously given or,

(iii) in the case mentioned in subparagraph (c) of this paragraph, gives to the appropriate officer of police particulars of the changes referred to in the said sub-paragraph (c), the said appropriate officer may, in the cases mentioned in the said sub-paragraph (a) or (b), authorise the race to be held or, in the case mentioned in the said subparagraphs (c), authorise the race to be held with the said changes or such of them as he may approve.

(2) The holding of a bicycle race shall not be treated as authorised under this Regulation unless the circumstances in which it is held and conducted accord with the particulars given in accordance with Regulation 5 or paragraph (1) of this Regulation and, where the race is authorised with any changes, with those changes:

**Provided that this paragraph shall have effect subject to any condition which may be imposed on the holding or conduct of the race under Regulation 8**

7. (1) the appropriate officer of police may authorise the holding of a bicycle race on a public highway which is not a race proposed to be held and conducted in accordance with the standard conditions if before the holding of the race the promoter thereof applies to the said officer for the race to be authorised and gives in writing the like particulars with respect to the race as are required by subparagraphs (a) to (e) of paragraph 1 of Regulation 3 to be given with respect to a proposed time trial.

(2) The holding of a bicycle race shall not be treated as authorised under this Regulation unless the circumstances in which it is held and conducted accord with the particulars given in accordance with paragraph (1) of this Regulation:

**Provided that this paragraph shall have effect subject to any condition which may be imposed on the holding or conduct of the race under Regulation 8.**

8. (1) An appropriate officer of police may, when authorising the holding of a bicycle race under Regulation 6 or 7, impose such conditions as he may think fit on the holding or conduct of the race so far as it takes place on a public highway.

(2) If an appropriate officer of police to whom notice has been given under Regulation 5 of a proposal to hold a bicycle race to be held and conducted in accordance with the standard conditions considers it desirable that conditions should be imposed on the holding or conduct of the race he may impose such conditions for that purpose as he may think fit and if he does so Regulation 5 shall not apply to that race but instead the holding of the race shall be treated as authorised by this Regulation, subject nevertheless to the conditions imposed under this paragraph and to the standard conditions so far as they are not affected by the conditions so imposed.



- (3) the holding of a bicycle race shall not be treated as authorised by paragraph (2) of this regulation unless the circumstances in which it is held and conducted accord with the particulars given in accordance with Regulation 5

Provided that this paragraph shall have effect subject to any conditions which may be imposed on the holding or conduct of the race under paragraph (2) of this Regulation.

- (4) Without prejudice to the generality of the provisions of paragraphs (1) and (2) of this Regulation the conditions which may be imposed on the holding or conduct of a bicycle race by an appropriate officer of police may include conditions relating to all or any of the following matters:-

- (a) the days on which and the times during which the race shall be held,
- (b) the places on a public highway where the race is or is not to start or finish,
- (c) any public highway, or any part of a public highway, on which the race is not to be held,
- (d) the number of competitors who may take part,
- (e) the arrangements to be made by the promoters for marshalling assisting or supervising the competitors.

## Explanatory Note

(This Note is not part of the Regulations, but is intended to help with their general meaning)

These Regulations (which apply in England and Wales) provide for the authorisation of the holding of races or trials of speed between bicycles or tricycles, not being motor vehicles, on public highways. The Regulations distinguish between a race or trial of speed being a 'time-trial' and any other kind of race or trial (described by Regulation 2(1) as a 'bicycle race') and provide:-

- (1) that the holding of a time trial is authorised if notice of the proposal to hold the trial, containing particulars with respect to it, is given to the police (Regulation 3 (1) );
- (2) that the holding of a bicycle race is authorised if it is held and conducted in accordance with the conditions specified in Regulations 5 (1)(a) and the like notice as aforesaid with respect to the race is given to the police (Regulation 3) (1);
- (3) that in the case of a time trial or such a bicycle race as aforesaid, of which the required notice has not been given or where the necessary particulars with respect to the trial or race have not been given, or where changes are proposed in the circumstances affecting the trial or race which affect the particulars which have been given, the police, if given notice the particulars or, as the case may be, particulars of the said changes may authorise the trial or race to be held (Regulation 4 (1) and 6 (1);
- (4) that in the case of a bicycle race which is not a race proposed to be held and conducted in circumstances which comply with the conditions specified in Regulation 5 (1) (a), the police may, if application is made to them and the like particulars as aforesaid with respect to the race are given to them, authorise the race to be held (Regulation 7 (1) );
- (5) that in the case of any bicycle race, the police may impose conditions subject to which it may be held and conducted (Regulation 8).

**Please note:** UK Sport is assisting the Federation and other sports to ensure that the government review of these and other regulations will still permit cycling competition to take place on the public highway. New legislation involving Central and Local Government, the Police and other agencies may be introduced within the next year or two.



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