

upDAte



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Welcome to the first edition of UpDAte – the newsletter for CTC groups – since July 2005. There is so much to report since I took on the role of Local Groups, Events and Volunteers Officer in August 2005, this has become a 'bumper' issue. Please take some time to read through this issue of UpDAte as it contains important information for your group, for example concerning volunteer registration and the new functionality of the local groups search tool on the CTC website.

This newsletter is for CTC groups, so please contribute any information that you would like to share with other groups. Email your tales, tips and questions to alexandra.geen@ctc.org.uk and I will publish them here.

Alexandra Geen
Local Groups, Events and Volunteers Officer



Bike Week 2006 (17-25 June)

Bike Week Call for Cycling Event Organisers

More local event organisers are being sought by the promoters of Bike Week - the UK's annual celebration of cycling - as they plan to get 'more people cycling more often'. Bike Week is 17-25 June in 2006 and the Bike2Work campaign will run for the whole week. At least 1,500 events are expected to attract more than 250,000 participants.

National co-ordinator Nick Harvey said: 'Local events are the lifeblood of Bike Week. We are seeking more cycling enthusiasts to organise short rides that appeal to novices. Bike Week is a great opportunity to encourage people who are starting or

returning to cycling to join an organised ride at an easy pace. All cycling events and rides can be promoted as part of Bike Week and we particularly welcome enquiries from new volunteers.'

Bike Week provides £5M public liability insurance for organisers plus free posters, stickers, balloons and prize draw entry forms.

All CTC events will automatically be registered with Bike Week, listed at www.bikeweek.org.uk and will receive PR support. To request a free 2006 Event Organisers Guide phone 0845 612 0661, email HQ@bikeweek.org.uk or write to Bike Week HQ, 10 South Pallant, Chichester, PO19 1SU. If you are running a CTC event and wish to opt-out of Bike Week, email details to alexandra.geen@ctc.org.uk

CTC Volunteer of the Year Awards 2006

Deadline for entries 17th February 2006

Entries are invited now for the second year of these awards from CTC - the UK's national cyclists' organisation.

- Celebrate the success of cycling volunteers and enter someone today
- Don't let the efforts of your local volunteers go unnoticed
- Reward them for recruiting new volunteers and members
- Recognise their exceptional work in 2005

This competition recognises the often unsung heroes of cycling – the volunteers who keep cycling alive at a local and regional level. The CTC Voluntary Achievement Awards are for the people and groups throughout the UK and Ireland who deserve the most recognition for their achievements as volunteers in 2005.

Any CTC member can nominate any other CTC member or any CTC affiliated group. Awards will be presented at the CTC Annual Dinner in April, with national winners and

recognition of the best regional candidates too. So who is your local hero? The super organiser who puts on the best events in the region? The tireless group secretary? Campaigners who fought off a dangerous road scheme? A club who brought a hundred new children into cycling? We want to hear about them all. The Awards committee are particularly keen to hear from more local groups and there will be a special prize.

Anyone can nominate any CTC member or any CTC group. Awards will be presented at the CTC Annual Dinner on April 22nd in Cardiff, with national winners and recognition of best regional candidates too.

To enter complete the form on the last page of UpDate for each entry you are putting forward.

Describe on a separate piece of paper in not more than 200 words why your entry deserves to win, taking into account:

- New activities carried out in the past 12 months
- The unique aspects of this person or group
- Their impact on members or the public

You can submit supporting evidence or materials of not more than three A4 pages. Submit your completed entries by email to sue.cherry@ctc.org.uk or by post to Sue Cherry, Office Manager, CTC, 69 Meadrow, Godalming, Surrey GU7 3HS. Deadline for entries: 17th February 2006.

Membership Lists Progress

I have been emailing membership lists to the registration officers of each DA on a monthly basis since August.

Many registration officers have given me very useful feedback and corrections, and together with the CTC membership department, much progress has been made in correcting the membership lists and in bringing them up to date.

I would like to thank all those registration officers who have helped so much with this task. Please continue to feedback on the membership lists and let me know how we are progressing.

There are still some DA lists that I am aware of that contain errors or omissions, and I will continue to work on improving these lists.

I have had a number of requests for email addresses and for organisation names to be included in the membership lists. This information was included historically, and it is only recently with the change over of our databases that this information had been inadvertently omitted.

I am working with our Operations Manager to reinstate this information in the membership lists.

Volunteer Registration

In October 2005 I extracted volunteer lists from our database and emailed them to DA secretaries. Unfortunately I soon realised that the lists did not represent the information that was on our database. I have received feedback from DA's who are concerned that many volunteers do not appear on their list, and that their ride leaders may not be registered.

Thank you to all DA's who have spent time in compiling new volunteer lists. I now have a large file to go through and cross-check, and I have already made small in-roads into this large task.

However, in going through the lists that DA's have sent to me, I have discovered that the database is largely accurate, and that the main fault was the method of extracting the data. As with the membership lists, I am working with our Operations Manager to produce accurate volunteer lists. I will then email these lists to DA's for confirmation (or otherwise!) of their accuracy.

In the meantime, all volunteers listed on volunteer forms that I have received since

October will be covered by our insurance, plus volunteers who were registered in October 2004.

Section by Section

In the future I would like to receive volunteer lists segregated by section, so that I can register section volunteers under their section, rather than under their DA, as at present.

This will be helpful to the DA's who may not be familiar with all of their sections' ride leaders.

I have already received some volunteer lists in this way and have successfully recorded the volunteers in their appropriate groups.

AGM Returns

Thank you for returning your AGM papers and accounts. We will process the subscription allocation claims in February and post cheques soon after.

Consultation Paper

The local groups consultation paper was circulated to DA secretaries in September 2005. We have had a good response rate from the DA's, plus many other responses from individual members not involved with their DA activities.

Thank you for the time spent on the questionnaire. I have heard stories of some DA's debating the paper over several hours.

We have started to analyse the questionnaire responses and will circulate our findings to the DA's and on the website when this process is complete.

Many respondents had queries about parts of the paper, and I have not yet replied to these on an individual basis. Frequently asked questions (faq's) will be displayed on the CTC website in the near future.

I will then answer other enquiries that were not 'frequently asked' on an individual basis.

CTC Website – Local Groups Pages

We have made a fundamental change to the way local groups can be listed on the local groups search tool. Groups can now choose to be listed under any number of counties that they operate within, rather than just one county as before.

The list of counties that are on the database is below. Please select which counties you would like your group to appear in when using the search tool on the website, and email them to me at alexandra.geen@ctc.org.uk. If you are in a county that is not on the list, or appears incorrectly, let me know and I will add to/amend the website database.

TOWN

Antrim
Argyll and Bute
Armagh
Ayrshire
Bedfordshire
Berkshire
Buckinghamshire
Cambridgeshire
Cardiff & Vale
Cheshire
Cleveland & Teesside
Co. Down
Cornwall
Cumbria
Derbyshire
Devon
Dorset
Dumfries & Galloway
Dundee and Angus
Durham
East Riding of Yorkshire and Hull
East Sussex
Edinburgh and Lothians
Essex
Falkirk, Stirling and
Clackmannanshire
Fermanagh
Glasgow & surrounding areas
Gloucestershire
Greater Manchester
Hampshire

Herefordshire
Hertfordshire
Kent
Lancashire
Leicestershire
Lincolnshire
London North East
London North West
London South East
London South West
Londonderry
Merseyside, Warrington and Halton
Mid Wales
Newport & Monmouthshire
Norfolk
North East Wales
North West Wales
North Yorkshire
Northamptonshire
Northern Scotland
Northumberland
Nottinghamshire
Oxfordshire
Perth, Kinross & Fife
Rep Of Ireland
Rutland
Scottish Borders
Shropshire
Somerset
South Wales Valleys
South West Wales
South Yorkshire
Staffordshire
Suffolk
Surrey
Swansea, Neath and Port Talbot
Tyne & Wear
Tyrone
W Midlands
Warwickshire
West Sussex
West Yorkshire
Wiltshire
Worcestershire

2006 Kirkpatrick Macmillan Birthday Rides

As you are probably aware the 2006 Birthday Rides are taking place in Dumfries and Galloway from the 29th July to the 5th August.

The base of the event will be Dumfries and Galloway College, situated just 2 miles NE of Dumfries Town Centre, and well connected by cycle network, of which CTC will be signing a new traffic free cycle route as a legacy of the event.

We have been inundated with offers of volunteering for the Birthday Rides and will be sending out information packs and skills assessment forms in the near future.

We aim to open a booking line for the Birthday Rides camping and registration in February. If you would like to be contacted when the booking line opens email alexandra.geen@ctc.org.uk with BR2006 Booking in the subject line and your membership number/postcode in the main body of the text.

CTC Website Links

The address of the Join CTC page on the CTC website has recently changed to:

<http://www.ctc.org.uk/DesktopDefault.aspx?TabID=4088>

If you have a link on your local group website to the CTC Join page please test the link and if necessary update it to the webpage address above.

Insurance fact sheets

The latest insurance fact sheets are now available. They are:

- Insurance fact sheet – Affiliates
- Insurance fact sheet – Members
- Insurance fact sheet – DA and Regions

The fact sheet for DAs and Regions is available at:

http://www.ctc.org.uk/resources/Go_Biking_with_CTC/InsuranceFactSheetDAs.doc

If you would like either of the other two fact sheets, email alexandra.geen@ctc.org.uk with details of which one(s) you would like.

Awards for All Funding

A4A England has £40 million left in its combined pot to be given out in grants before the end of the financial year. To quote the distributor themselves: "Awards for All is actively encouraging groups, schools, health bodies, parish or town councils with projects that support education, sport, the arts, heritage, health and the environment in their community to apply for funding under this scheme".

If you are a local group and you need between £500 and £5,000 then Awards for All may be able to help you. Look up www.awardsforall.org.uk for more information.

Funding for Cycle Instructor Training

Capacity Building for the National Standard for Cycle Training

INTRODUCTION

CTC has been awarded money from Cycling England to give grants to individuals and organisations wanting to train as National Standard Cycle Instructors. The programme is aimed at increasing the number of trainers able to reach the new National Standard for Cycle Training and the number of local authorities, organisations and schools able to deliver high quality training which reaches the new National Standard. This money will help create more cycle instructors evenly throughout England as there currently is not the supply to meet with the demand. For example we would like to see more instructors in the North East, East Anglia, and the Midlands.

WHO...

This money is awarded to individuals, organisations, local authorities, charities, and anyone else who can prove they have

the commitment to offer cycle training to an identified catchment area, a sustainable market and provide a business plan of their proposals. Awards are being given on a £300pp basis upon successful completion of an application form, which can be downloaded from

<http://www.ctc.org.uk/DesktopDefault.aspx?TabID=4273>.

You must be from England in order to apply for this bursary and whilst initially there were restrictions of 10 people per organisation this has since been amended and any number will be taken into consideration. However 10 should still be used as a guideline.

HOW...

Application packs can be downloaded from our website

<http://www.ctc.org.uk/DesktopDefault.aspx?TabID=4273> and training courses should be

booked directly with an Instructor Training Centre, a list of which can be found at

<http://www.ctc.org.uk/DesktopDefault.aspx?TabID=4211>.

There is the possibility of the Instructor Training Centre staff coming to a location near you if you are unable to travel to them and this should be discussed directly with them at the time of booking your course.

To date we have given bursary awards to the following people and organisations: UK Youth, Kirklees Metropolitan Council, Bristol City Council, DARE (Drug Abuse Resistance Education), Mole Valley Cycling, South Gloucester County Council, Coventry City Council, Ridewise, Great Wheelers, Buckinghamshire County Council, East Sussex County Council, Mathias Bunte, Andrew Clayton, Mrs A Clare, CSV (Community Service Volunteers) Training and Cycle Staffordshire.

If you are interested in becoming a National Standard Cycle Instructor and would like to apply for a bursary to help with your training costs please visit our website

www.ctc.org.uk/cycletraining and return your application pack to us at the earliest

opportunity. If you have any queries please do not hesitate to contact the National Cycle Training Helpline on 0870 607 0415 or email cycletraining@ctc.org.uk

More details can be found at

<http://www.ctc.org.uk/DesktopDefault.aspx?TabID=4272>

CTC Volunteer of the Year Awards 2006 Entry form
Please complete one form for each nomination

Which award are you making a nomination for? (Tick as appropriate)

Best volunteer achievement of 2005 _____ Best voluntary group achievement of 2005 _____

Name of nominee: _____ CTC membership number _____

Address of nominee: (or contact within group) _____

Postcode _____

Telephone: _____ Email _____

Your details: Please give telephone and email details where the judges can contact you if more information is required.

Name _____ Address _____

Postcode _____

Telephone: _____ Email _____

Please send me information about the CTC National Dinner in April (Y/N) _____
(Information will be sent when confirmed)

Other CTC Awards

Did you know CTC has a national awards scheme which has promoted the work of volunteers for many years? They are particularly relevant for long service for a group or community within cycling.

CTC members can be nominated for Certificate of Merit for outstanding service to CTC or cycling at any level. Similarly non-members can be awarded a Certificate of Commendation. In recent years these have been awarded to a whole village who hosted a nationally recognised event and to a café owner who has tirelessly supported his local cycling groups.

To make a nomination a single A4 sheet with a citation should be sent to "The Awards Committee" c/o Sue Cherry, Office Manager, CTC, 69 Meadow, Godalming, Surrey GU7 3HS. The committee meets roughly twice a year, but if an award is needed for a special commemoration date then contact Sue for more information on sue.cherry@ctc.org.uk.

Rules of CTC Voluntary Achievement Awards

The competition is open to all members and affiliated groups of CTC except members of CTC National Council, employees of CTC and their immediate family.

The decision of the judges is final. The judges will decide on awards to be made and reserve the right to make no award in any particular category.

Entry information will be retained by CTC and used to promote CTC and its activities, winner's information will be publicised.

Nominations must be received by 17th February 2006; judges reserve the right to seek additional information after this date.