



## TIPS FOR WORKPLACE CYCLING:

# Boost employee maintenance skills

Behaviour Change activities made easy for delivery in small steps

### What

Showing colleagues how to maintain their bike will help them feel empowered because they won't be reliant on others to do it for them, plus the experience will help them feel more connected to their bike. Run extra sessions on simple repair techniques to keep colleagues interested.

### How

- Start with the basics like pumping up tyres, oiling a chain, testing the brakes, or adjusting seat posts.
- Offer short sessions of about 30-minute chunks.
- Offer advanced **repair tips and techniques** to keep colleagues interested.
- Offer experienced cyclists a **Cycling UK maintenance training course**.
- Let colleagues dip in and out of sessions and shape their own learning.
- Ask colleagues what they know and about their learning aims.
- Complete a **Bike Maintenance Risk Assessment**, share with colleagues, make sure its dynamic on the day and document any incidents.

### Why

- Maintaining a bike is only easy if you know how, don't assume, or expect colleagues to know, especially ones that do not cycle.
- We learn best if knowledge is presented in short bursts of time, and lose focus if sessions are too long.
- Listen to your colleague needs, it will increase their engagement with cycling.

### When

Try a short lunchtime session or just after work.

### Who for

Anyone who owns a bike and is unsure how to look after it. Plus, anyone thinking of buying a bike, they can observe, see how easy it is and be inspired to take the plunge.

### Where

- Indoors is advisable because tools won't get lost, listening will be easier and you'll avoid changeable weather.
- Outdoors is fine if a sheltered and undisturbed space is available.

### Who delivers

Hire a mechanic or ask an experienced colleague to become a cycling champion and share some maintenance knowledge.

### Behaviour Change tips

- **Encourage practise:** Follow-up after the session and show interest in your colleagues learning. It will motivate them to keep going.
- **Begin with a basic toolkit:** Looking after a bike needn't cost the earth. Advice on basic tools and essentials will be appreciated, whereas suggesting costly equipment will discourage colleagues before they've even started.

