



Salt and Sham Cycle Club (SAS CC) Generic Risk Assessment Road Rides 2023

SAS Risk Assessment Introduction: It goes without saying that looking out for one another is very important and lies central to the ethos of SAS. 'No one gets left behind' and 'Collective Cycling' are the clubs' mottos.

We apply common sense to our rides.

In order to comply with the requirements of the club's insurance with British Cycling all of these things have to be formalised into what is known as a 'Risk Assessment'. A Risk Assessment is an important step in protecting both our members and our Club as a whole. Every time we ride our bikes we are exposing ourselves to various risks and the Risk Assessment helps us to focus our minds on these risks and hopefully help to reduce them. As previously stated the club is required to have in place a Risk Assessment in order to manage and hopefully reduce or even eliminate the risks. It is not expected that the club eliminates all risk, but we are required to protect people as far as is 'reasonably practicable'.

What is Risk Assessment?

HAZARD = something with the potential to cause harm

RISK = the chance, great or small, of coming into contact with that hazard This Risk Assessment is a careful examination of what, in our sport, presents a hazard and could cause harm to people. Once a hazard has been identified it is then a matter of assessing what the risk is in relation to that hazard. A grid system is then used to combine the two and give a graded level of risk LOW, MEDIUM, HIGH.

When that has been done the next stage is to think of ways to reduce / eliminate that risk. These are the control measures. Once the control measures have been implemented you are then left with the residual risk (or the risk could have been completely eliminated). The Risk Assessment can then be reviewed on a regular basis to assess a number of things e.g. are the existing control measures working, have any new hazards been identified, have any existing hazards been eliminated.

Duties of Care As a Committee Member you accepted the responsibility of leading others. You owe them a duty of care to ensure that they are not exposed to a foreseeable risk of injury, as far as you reasonably can. If you accept a position, you are likely to agree to carry out certain functions, which may affect the safety of others both inside and outside the club. You are accepting responsibility and you must fulfil those duties to the best of your ability without negligence. That is, you must not create a foreseeable risk of injury and you must take reasonable steps to deal with any foreseeable risk of injury, which exists or arises.

For example:

- If you are a Committee Member, you must implement, discharge, communicate and review the club's safety policy, risk assessments, training requirements, and you must take reasonable measures to see that the ride is as safe as it can be.
- It is also important to note that individual Members of the club have a duty of care not only to themselves but to members of the public and to the persons with whom they are riding. i.e. The duty of care requires you to consider the consequences of your acts and omissions and to ensure that those acts and/or omissions do not give rise to a foreseeable risk of injury to any other person.

However, as stated earlier, most of this is common sense and is an action that we already undertake. The key word in all of this is REASONABLE. Clearly, one is not expected to guarantee the safety of others, merely to act reasonably. Importantly, please respect the riders with experience within your group who may offer advice to you. Without them, club rides would not be possible. Listen to the briefings, pay attention whilst on the road and feel free to contribute to the end of ride debrief.

Please read on and make yourself familiar with the contents of this document and refer to the document on riding in a group safely that was discussed at the AGM 2019 and shared on facebook for all to read.

All riders are reminded that they are responsible for their own safety, individuals take part in any group activities at their own risk. We strongly urge all riders to obtain appropriate 3rd party insurance as a minimum. It should be noted that no liability shall be attached to the Salt and Sham Cycle Club (including its officials and members) and the Salt and Sham Cycle Club (including its officials and members) for any injury, loss or damage suffered.

If you have any questions/comments/ideas do not hesitate to contact a member of the committee or a nominated club official.

All riders are reminded that they are responsible for their own safety; individuals take part in any group activities at their own risk. We strongly urge all riders to obtain appropriate 3rd party insurance as a minimum. It should be noted that no liability shall be attached to Salt and Sham Cycling Club (officials and members) and Salt and Sham (including its officials and members) for any injury, loss or damage suffered.

Risk Assessment: Club Ride
 Completed by: Steve Seymour & Rob Evans
 Date Completed: 6 May 2023
 Next Review Date: May 2024
 Signed Off Date:

Location: All Salt and Sham Cycling Club Official rides/routes eg LOTL including Chew Hill, Hell of the Lake and Cheddar Gorge loops.

Other relevant Risk Assessment: NONE

Risk Assessment

Activity	Hazard	Who is at risk	Level (H/M/L)	Control Measures Recommended	Residual Risk (H/M/L)	FURTHER ACTION RECOMMENDED/REQUIRED		
						Y/N	what	Person Responsible
Pre-Ride	Cycle breakdown causing an accident or rider unable to continue ride	Rider & Public	M	<p>Cycles must be legal, roadworthy and well maintained – see highway code: The Highway Code - Annex 1. You and your bicycle - Guidance - GOV.UK (www.gov.uk)</p> <p>Riders to carry out a basic pre-ride check (brakes, frame, steering, pedals, cleats, wheels & tyres). Riders to ensure your cycle is regularly serviced / maintained by a competent mechanic. Tri Bars are not permitted on any club rides.</p> <p>Each rider should carry minimum tool kit comprising: Method of inflating tyre/inner tube; At least one inner tube (2 recommended); Two/Three tyre levers Chain splitter; Mobile phone and money/cash card.</p> <p>See group ride policy for advice to riders.</p>	L	N		
Pre-Ride	Riders not visible or at risk because of inappropriate clothing	Rider	M	<p>Riders to assess weather and wear appropriate clothing for the weather/visibility. Riders to wear approved safety helmets, fitted correctly. These should not have been involved in a crash impact and changed at manufacturer's recommended intervals. Recommend wearing of eye protection and fingerless/full finger gloves. Participants clothing and straps secured. Mudguards are recommended during the winter months. Adequate lighting considered for all rides. Emergency lighting carried at times of year where daylight is short/visibility low.</p> <p>See group ride policy for advice to riders.</p>	L	N		Riders

Activity	Hazard	Who is at risk	Level (H/M/L)	Control Measures Recommended	Residual Risk (H/M/L)	FURTHER ACTION RECOMMENDED/REQUIRED		
						Y/N	what	Person Responsible
Pre-Ride	Rider becomes lost on ride, rider drops off the group leaving them isolated	Rider	L	<p>Mobile phone or money for public phone to be carried.</p> <p>Routes to be available to riders. Regular regrouping to occur, particularly in poor weather, at the top of climbs and when a rider has fallen out the back of the group. Riders in groups are to be aware of who is in their group and ensure no one is left behind.</p> <p>See group ride policy for advice to riders.</p>	L	N		
Pre ride	Inexperienced riders e.g. New riders	Rider	M	<p>Committee to undertake new rider briefing. Includes an overview of the route, stops, likely duration and distance. Any known hazards, diversions, and other considerations. basic hand signals and call out outs. and basics of benefits of group riding and safety.</p> <p>Ask if a new rider has any medical conditions/issues that the club should be aware of that may be beneficial knowledge in an emergency.</p> <p>Ask if the new rider if they have experience of riding in a group - consider this when assigning them to an appropriate group and inform the group. New riders may not be aware of group ride policy (although this is available to people looking at the club web site) so a short briefing is important to them</p>	L	N		
Pre-Ride	Dehydration/ lack of nutrition to complete ride.	Rider	L	<p>Riders to be made aware of technicality of ride prior to attending meeting point (via website/facebook posts). Riders responsibility to ensure they carry enough food/drink/energy gels. Riders to carry money to purchase food/drink.</p> <p>See group ride policy for advice to riders.</p>	L	N		

Activity	Hazard	Who is at risk	Level (H/M/L)	Control Measures Recommended	Residual Risk (H/M/L)	FURTHER ACTION RECOMMENDED/REQUIRED		
						Y/N	what	Person Responsible
Pre-Ride	Rider unfit to complete ride or medical emergency on ride	Rider	M	<p>Riders to be made aware of the distance/difficulty of the ride (via website/facebook posts and briefing) and to ensure sufficient level of fitness to complete ride. Riders advised not start any ride if feeling unwell. If during the ride you feel unwell, inform someone in your group immediately who will be able to contact for assistance (usually a committee member/experienced rider)</p> <p>Riders advised to carry ICE number on them. In case of an emergency First Aid procedures to be carried out as a priority.</p> <p>See group ride policy for advice to riders.</p>	L	N		
Pre-ride	Variation in Rider ability within group. Group size/ Riders experience	Rider and Public	L	<p>Group to be split at committees' discretion. Groups should be split according to ability and speed. Any new riders should identify themselves to the committee. New riders will be assigned to a suitable group with experienced riders to 'buddy' them for their first ride. All riders must follow any instruction given by committee member or someone acting on behalf of the committee.</p>	L	N		
Pre-ride	Rider unaware of the distance/severity/road conditions on ride.	Rider	M	<p>Committee member/rider acting on behalf of the committee must undertake a pre-ride briefing for all riders to cover;</p> <p>An overview of the route/terrain, any stops, likely duration and distance Any known route hazards, diversions or other considerations. Emphasis on considerate group riding. Any issue relevant to the weather (wind/frost/ice.) Check for presence of new riders/guests (and ensure they are briefed).</p>	L	N		

Activity	Hazard	Who is at risk	Level (H/M/L)	Control Measures Recommended	Residual Risk (H/M/L)	FURTHER ACTION RECOMMENDED/REQUIRED		
						Y/N	what	Person Responsible
Ride	Collision - within group	Rider	M	<p>All riders to be encouraged to be conversant with the group ride calls, hand signals and warnings and ensure that these calls are passed along the line. To ride smoothly and consistently, be aware of those around them and do not brake without warning. Concentrate at all times and anticipate changing road conditions (speed changes and tarmac etc). When negotiating unforeseen hazards, riders should be aware that their actions impact on others. Group to ride with sufficient safe gaps to the rider in front, particularly on technical/downhill sections. Do not let wheels overlap.</p> <p>See group ride policy for advice to riders.</p>	L	Y	Establish skills programme and/or encourage all members to attend external skill programme.	Need to identify an owner

Activity	Hazard	Who is at risk	Level (H/M/L)	Control Measures Recommended	Residual Risk (H/M/L)	FURTHER ACTION RECOMMENDED/REQUIRED		
						Y/N	what	Person Responsible
Ride	Collision - other vehicles	Riders and Public	H	<p>Riders will conform to the Road Traffic Act and follow the Highway Code at ALL times. Riders will obey all traffic signals and signs. All riders to continually assess traffic conditions and carry out Dynamic Risk Assessments (DRA) e.g. get off and walk/use a pedestrian crossing a major road. Should the need to stop arise e.g. through puncture, breakdown etc. then a place must be found sufficiently off the road to allow safe passage of other highway users. Consider using person(s) at Strategic points to warn oncoming roads users of any obstruction. Riders to warn of approaching vehicles/pedestrians/riders using known calls.</p> <p>Always choose a safe place to stop as a group, and in particular avoid junctions, bends and other hazards. Warn riders before stopping and keep the road clear when required. In the event of punctures, breakdowns etc, clear the road if possible; group to continue to a safe waiting place. Assess the problem and decide whether to hold up the ride or leave the affected rider with helpers and details of the route to the next stop(s). If necessary, wait for slower riders beyond the junction.</p> <p>All accidents to be reported as per the Road Traffic Act and to the committee. Report all near misses to committee.</p> <p>Accident trend monitoring to be conducted to identify any common issues.</p> <p>See group ride policy for advice to riders.</p>	M	N		

Activity	Hazard	Who is at risk	Level (H/M/L)	Control Measures Recommended	Residual Risk (H/M/L)	FURTHER ACTION RECOMMENDED/REQUIRED		
						Y/N	what	Person Responsible
Ride	Collision - horses	Riders/ Horse rider	M	<p>On approach to a ridden horse, the riders should reduce speed and warn the horse rider by verbal communication that a rider(s) are present and behind. Thereafter proceed and pass by slowly. Heed any advice given by horse rider. Horses can be spooked by bikes, it is essential that the horse hears the human voice before it sees the bike.</p> <p>See group ride policy for advice to riders.</p>	L	N		
Ride	Collision - pedestrians	Rider and Public	M	<p>When approaching other users, reduce speed and give a warning sound, either mechanical or vocal to warn of your presence. Dog or pet walkers may need extra time to control or distract their animal. Riders should be vigilant.</p> <p>See group ride policy for advice to riders.</p>	L	N		

Activity	Hazard	Who is at risk	Level (H/M/L)	Control Measures Recommended	Residual Risk (H/M/L)	FURTHER ACTION RECOMMENDED/REQUIRED		
						Y/N	what	Person Responsible
Ride	Accident - road conditions	Rider	M	<p>Pay close attention to the road surface at all times and dynamically risk-assess any changes identified e.g. consider dismounting to cross a hazard. Riders to be aware of the calls / warnings in relation to changes in surface and use / pay attention to these warnings. Riders to ride at a speed at which they are competent/confident, particularly on descents and technical sections of road. Ice on the ground should be brought to the attention of the Committee and the whole group immediately.</p> <p>Consideration is given to cancelling club ride if the weather conditions are hazardous and publicised via social media.</p> <p>Should a club ride set off and there be a risk of dangerous conditions then there should be a continual dynamic risk assessment of the conditions. Consideration should be given to;</p> <p>a) Call ride off b) change the route c) Stick to main routes if they are clear of ice.</p> <p>See group ride policy for advice to riders.</p>	L	N		
Ride	Rider suffering a 3rd Party Claim arising from a Collision	Rider	L	<p>SAS recommends that all of its members are covered for 3rd party claims via an appropriate insurance policy e.g. British Cycling or cycling uk.</p> <p>See group ride policy for advice to riders.</p>	L	N		

Activity	Hazard	Who is at risk	Level (H/M/L)	Control Measures Recommended	Residual Risk (H/M/L)	FURTHER ACTION RECOMMENDED/REQUIRED		
						Y/N	what	Person Responsible
Ride	Theft of cycle	Rider	M	Riders to ensure that your bike is within sight during stops. Locking bike to an immovable object / other bikes using a good quality /approved lock. Riders to ensure they have adequate insurance cover in place.	L	N		
Post-ride	Event of accident	Rider Committee member		<p>Riders are encouraged to raise any issues or concerns and just as important, to talk about things that have gone well. In addition, any accidents, near misses and anything else of note must be brought to the attention of the committee. If any rider is not comfortable doing this in front of others then please approach the club privately or via written correspondence.</p> <p>Report to the committee any matters arising from the ride</p>	L	N		