



Risk Assessment Form - Ystwyth Cycling Club Chaingang – New Row Circuit 2019

Ystwyth Cycling Club - Risk Assessment Introduction

Duties of Care

As a **Committee Member and/or Ride Co-ordinator**, you have accepted the responsibility of co-ordinating 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 clubs safety policy, risk assessments, training requirements etc.
- If you are a **Ride Co-ordinator**, you have agreed to co-ordinate a ride 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.

In summary

Reading this you may be thinking '*this is scary I am never going out on my bike again*'. However, as stated earlier, most of this is common sense and is 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 Ride Co-ordinators. 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.

Anita Saycell
25/02/2019

If you have any questions/comments/ideas do not hesitate to contact a member of the committee or co-ordinator.

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 Ystwyth Cycling Club (including its officials and members) for any injury, loss or damage suffered.




Club Official and Riders	
Name of group/activity:	Chaingang – New Row Circuit
Description:	<p>Mid-week fast paced ride. The Chaingang involves riding in a small group (around 6 riders), with the fastest paced groups leaving first. Riders take short turns on the front before moving over to allow the next rider to come through. The aim is to keep the pace consistent and smooth.</p> <p>Environment: On Road - Tarmac surface</p>
Date/time of activity:	<p>Every Thursday evening (June – August)</p> <p>Leaving from Plascrug Leisure Centre, Aberystwyth at 6pm to ride out to the start of the New Row Circuit to meet for 6.20pm at Doctor's Surgery, Llanilar.</p> <p>Aiming to return to the end of the ride at Trawscoed Bridge approximately 7pm.</p>
Riders:	<p>Estimated Numbers: Normally between 10 – 25 riders</p> <p>Ability: Mixed ability - road cyclists only</p> <p>Age: 14-17 with parental consent, 18+ adult participants</p> <p>Members of the Ystwyth CC and non-members invited to participate by the club with a view to them becoming members.</p>
Club Official's managing activity:	<p>The co-ordinators will be decided on the evening. There is a pool of experienced riders that take it in turns to co-ordinate. The general contact is the committee ystwythcc@gmail.com.</p>




Route:




Ride out to New Row Chaingang Circuit <https://www.strava.com/routes/8650677>

Ride out from Plascrug Leisure Centre to Llanilar via – Llanbadarn – Heol-y-Bont Hill – Southgate – Rhydyfelin - Llanfarian – Llanilar - Doctor's Surgery, Llanilar.

Location of Hazards/technical sections/junctions/roundabouts	Photo	Risk Level	How to Minimise Risk
Llanbadarn Road/ Penweddig School roundabout - right turn		Low	Riders to slow down and be aware of traffic behind and from all junctions and be prepared to stop. Riders to clearly indicate they are turning right.

<p>Llanbadarn Fawr mini roundabout - right turn</p>				<p>Medium</p>	<p>Riders to slow down and be aware of traffic from behind and other junctions, then clearly indicate they are turning right at the roundabout and be prepared to stop.</p>
<p>Llanbadarn Fawr railway crossing</p>				<p>Medium</p>	<p>Riders to indicate they are slowing down to cross the railway lines and be prepared to stop if the crossing lights begin to flash.</p>
<p>Morrisons Roundabout – left turn</p>				<p>Medium</p>	<p>Riders to indicate they are slowing and that they are turning left. Riders to be prepared to stop for traffic approaching around the roundabout.</p>

Southgate mini roundabout – left turn			Medium	Riders to indicate they are slowing and that they are turning left. Riders to be prepared to stop for traffic approaching around the roundabout.
Continue straight on the A487 towards Llanfarian			Medium	Riders to be aware of traffic ahead and turning left in front of riders.
Left turn onto the A485 towards Llanilar			Medium	Riders to indicate they are slowing and that they are turning left.

Left turn at the mini roundabout in Llanilar		Medium	Riders to indicate they are slowing and that they are turning left onto the B4575. Riders to be prepared to stop for traffic approaching the roundabout.
Awareness of traffic pulling out from junction		Medium	Riders to be aware of traffic pulling out from the left hand junction. Riders to indicate if slowing or moving out.
Doctor's Surgery, Llanilar		Low	Riders to indicate they are slowing, turning left and stopping.


Route:

New Row Chaingang Circuit <https://www.strava.com/routes/7377823>




Anita Saycell
25/02/2019



Circular anti-clockwise route from Doctor's Surgery, Llanilar on the B4575 to Trawscoed Bridge – across Trawscoed Bridge and turning right on the B4340 – left turn onto the B4343 passed the Saw mills and towards Pontrhydygroes – through Pontrhydygroes and over the bridge – left turn to follow the road through New Row and back to Abermagwr – left turn at the T-junction onto the B4340 back towards the finish point to regroup at Trawscoed Bridge.

Location of Hazards/technical sections/junctions/roundabouts	Photo	Risk Level	How to Minimise Risk
Left turn from Llanilar Doctor Surgery onto the B4575		Medium	Riders to ensure there are no oncoming vehicles from both directions before pulling out from the Doctor Surgery onto the B4575.
Road Narrows		Medium	Riders to be aware of approaching oncoming cars and stay in single file. Verbal and hand signals to be relayed throughout group when cars ahead or behind. Riders to not pull off the front unless a clear section of road.




Farm on right		Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Farm/house entrance on left		Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Farm entrance on right		Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.

Farm entrance on right				Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Farms on right and left				Low	Riders to be aware of farm traffic and vehicles pulling out from the junctions or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Houses and small farms entrances on both sides of the road				Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.




Farm entrance on the left			Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Farm entrance on the right			Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
House entrance on the right			Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.




Farm entrance on the right		Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Ystwyth Cycle Trail crossing on the left		Low	Riders to be aware of other cyclists, walkers, and dogs crossing the road and be prepared to slow and stop and provide timely hand signals to indicate a change in speed to riders behind.
Ystwyth Cycle Trail crossing on the right		Low	Riders to be aware of other cyclists, walkers, and dogs crossing the road and be prepared to slow and stop and provide timely hand signals to indicate a change in speed to riders behind.

Farm entrance on right				Low	Riders to be aware of farm traffic and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Left turn at cross roads across Trawscoed Bridge				Medium	Riders should slow the pace and indicate they are turning left and provide timely hand signals to warn others in the group they are slowing and turning left.
Bridge crossing at Trawscoed and narrowing of road				Medium	Riders should slow the pace and be prepared to stop. Riders to provide timely hand signals to inform the group.

Right hand turn onto the B4340		Medium	Riders should indicate they are turning right, slow the pace and be prepared to stop. Timely hand signals should be given. Riders to ensure there are no oncoming vehicles from both directions before pulling out.
Farm on left		Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Farm on left		Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.

Narrowing of road – B4340		Low	Riders to be aware of approaching oncoming cars and stay in single file. Verbal and hand signals to be relayed throughout group when cars ahead or behind. Riders to not pull off the front unless a clear section of road.
Entrance to houses on left		Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Entrance to farm on the right		Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.

Entrance to houses on the left			Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Farm entrance on the left			Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Junction on left – road to Llanafan (unclassified road?)			Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.

Bridge with left turn onto unclassified road. Gravel often at junction.			Medium	Riders should indicate they are turning left and slow the pace. Timely hand signals should be given, to indicate any loose gravel.
Sawmills on left. Mud/gravel on road and narrow.			Medium	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary. Riders to indicate road/gravel on road with timely hand signals and stay single file where gravel/mud across road.
Picnic area on left and forestry entrance on right			Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.

Road narrows as the route enters Pontrhydygroes				Low	Riders to be aware of approaching oncoming cars and stay in single file. Verbal and hand signals to be relayed throughout group when cars ahead or behind. Riders to not pull off the front unless a clear section of road.
Left turn onto the B4343				Medium	Riders should indicate they are turning left, slow the pace and be prepared to stop. Timely hand signals should be given. Riders to ensure there are no oncoming vehicles from both directions before pulling out.
Parked cars on the left				Low	Riders to give timely hand signals to inform of parked cars.

Fast descent and road narrows		Medium	Riders to be aware of approaching oncoming cars and stay in single file. Verbal and hand signals to be relayed throughout group when cars ahead or behind. Riders to not pull off the front unless a clear section of road.
Sharp bend to the left across the bridge		Medium	Riders should indicate they are turning left, and slowing the pace. Timely hand signals should be given. Riders to be aware of oncoming vehicles and stay on the left.
Left turn after bridge onto (unclassified road?)		Medium	Riders should indicate they are turning left and slow the pace. Timely hand signals should be given.

Minor Junction on left		Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Farm entrance on left		Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary.
Parked cars in New Row on left		Low	Riders to give timely hand signals to inform of parked cars.

Minor junction from Llanafan on left			Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary
Minor junction from Trisant on right and junction on the left			Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary
Farm on left and right			Low	Riders to be aware of vehicles pulling out from the junctions or slowing to turn into the junctions. Riders to be prepared to slow and stop if necessary

Minor junction from Cnwch Coch on right and uneven road surface				Low	Riders to be aware of loose gravel and vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop, if necessary and provide timely hand signals.
Minor junction from Llanfihangel y Creuddyn on right				Low	Riders to be aware of vehicles pulling out from the junction or slowing to turn into the junction. Riders to be prepared to slow and stop if necessary
Route turns left at T junction onto B4340 into Abermagwr				Medium	Riders should indicate they are turning left, slow the pace and be prepared to stop. Timely hand signals should be given. Riders to ensure there are no oncoming vehicles from both directions before pulling out.

Right turn onto the finish at Trawscoed Bridge		Medium	Riders should indicate they are turning right, slow the pace and be prepared to stop. Timely hand signals should be given. Riders to ensure there are no oncoming vehicles from both directions before turning right.
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Approximate route length:	Ride out to Chaingang – 9.7km https://www.strava.com/routes/8650677 New Row Chaingang Circuit - 23.5km https://www.strava.com/routes/7371469
Approximate height gained:	Ride out to Chaingang – 169m New Row Chaingang Circuit - 300m
Other potential users of route:	Cars, occasional horse rider(s), other cyclists.
Emergency Communication	
How will you communicate with appropriate people/organisations in an emergency?	Riders to carry ICE number on them. Riders and co-ordinator to carry mobile phones to contact emergency services (999) if needed.
If using a mobile phone, can you get adequate signal on the route?	If in an emergency a 999 call cannot be made due to lack of signal then the nearest house to be located to request use of landline, or a nominated small group of riders to continue to an area with better signal to call emergency services.

First Aid	
Name of first aider:	Name Telephone Number (Ride Co-ordinators awaiting First Aid training – 25/03/2019)
Location of first-aid:	
First-aid kit available*	Yes <input type="checkbox"/> No <input type="checkbox"/>
* It is the first aider's responsibility to ensure the first aid kit is adequately stocked and maintained at all times.	

Person Conducting the Risk Assessment	
Date of risk assessment:	25 th February 2019 (Next review due: September 2019)
Name:	Anita Saycell 0780 778 9570 anitasaycell@gmail.com
Signature:	
Date:	25 th February 2019

Anita Saycell
25/02/2019

Risk Assessment								Review and Implement
ID	Location of hazard	Description of hazard	People at risk	Level of risk	Advice on hazard required?	Resolution/action	Resolution/action implemented by	Dated reviewed/implemented
1	Environment – adverse weather conditions	Potential to affect riding surfaces and clothing requirements	Riders	Medium	Yes If yes, who can advise? Ride Co-ordinator	Current forecast checked, advice given on appropriate gear and clothing. Prevailing weather conditions to be explained at pre-ride briefing. Clothing to be checked immediately prior to ride for appropriateness and security. Have alternative routes in mind, modify/shorten/cancel ride if necessary.	Ride Co-ordinator	25/02/2019
2	Environment – riding surface and obstacles	Potential of poor riding surface or obstacles to cause fall or collision	Riders	Medium	Yes If yes, who can advise? Ride Co-ordinator	Pre-ride briefing to include check that all riders understand the ride protocols. Group trained to cope with identified hazards. Give group clear instructions on speed, formation road positioning, spacing, signals and communication. Experienced riders deployed appropriately throughout the group.	Ride Co-ordinator	25/03/2018
3	Rider & Equipment – Mechanical breakdown	Potential failure of equipment or puncture.	Riders	Low	No If yes, who can advise?	Pre-ride general inspection by all members to ensure their bicycle is well	Riders	25/02/2019

					Local bike shop can help in ensuring bikes are maintained correctly. Also Roadside Workshops offered at beginning of year.	maintained and suitable for the proposed ride. Bikes maintained adequately for intended ride. Riders to carry out checks prior to the ride. Riders to carry spares and tools to fix common roadside issues e.g. punctures		
4	Rider & Equipment – Fall from cycle	Potential fall from cycle as a result of poor road surface, obstacles, concentration or skill level.	Riders	Medium	Yes If yes, who can advise? Ride Co-ordinator, along with guidance published on the club website and regularly publicised by Club Secretary.	Pre-ride briefing to include check that all riders understand the ride protocols. Fastest groups depart first in groups of around 6 riders. Riders wearing suitable and properly adjusted helmets. Experienced riders deployed appropriately throughout the group to assist newer and less experienced riders. Give group clear instructions on speed, formation road positioning, spacing, signals and communication.	Ride Co-ordinator	25/02/2019

5	Rider & Equipment – Collision between two or more riders	Potential collision between two or more riders as result of poor road surface, obstacles, concentration or skill level.	Riders	Low	Yes If yes, who can advise? Ride Co-ordinator, along with guidance published on the club website and regularly publicised by Club Secretary.	Pre-ride briefing to include check that all riders understand the ride protocols. Fastest groups depart first in groups of around 6 riders. Clear instructions on spacing, particularly when going downhill or on narrow or busy roads; communication with others in group, verbally and with hand signals. Clear navigational directions communicated to all riders. Experienced riders deployed appropriately throughout the group.	Ride Co-ordinator	25/02/2019
6	Rider & Equipment – Traffic accident	Potential collision with other traffic on the road.	Riders, members of the public	Low	Yes If yes, who can advise? Ride Co-ordinator, along with guidance published on the club website and regularly publicised by Club Secretary.	Pre-ride briefing to include check that all riders understand the ride protocols. Fastest groups depart first in groups of around 6 riders. Clear instructions on speed, formation, spacing, signals and communication. Group briefed on problems of road sections and of dangers presented by others (e.g. vehicles, pedestrians, animals and other cyclists). Communication with others in group,	Ride co-ordinator	25/02/2019

						verbally and with hand signals. Any large groups riding out from Plascrug to Llanilar will need to divide into smaller groups to aid vehicles passing. Groups to be divided for the Chaingang into around 6 riders to aid vehicles trying to pass. Experienced riders deployed appropriately throughout the group.		
7	Rider & Equipment – Road layout	Potential risk of narrow lanes, tight bends, descents and road junctions	Riders, members of the public	Medium	Yes If yes, who can advise? Ride Co-ordinator, along with guidance published on the club website and regularly publicised by Club Secretary.	Give group clear instructions on speed, formation road positioning, spacing, signals and communication. Brief group on dangers presented by others e.g. vehicles, pedestrians, animals and other cyclists. No group rotation in busy areas. Experienced riders deployed appropriately throughout the group.	Ride co-ordinator	25/02/2019
8	Rider & Equipment – Medical Emergency	Potential of rider to need medical attention while on ride.	Riders, Ride Co-ordinator	Low	Yes If yes, who can advise? Ride Co-ordinator	Pre-ride briefing to include check that all riders understand the ride protocols. Any Medical Conditions to be disclosed to the co-ordinators before the ride. Riders advised to carry ICE number on them.	Riders, Ride co-ordinator	25/02/2019

						Ride Co-ordinators to carry contact numbers of under 18's parents/guardians. Regular co-ordinators awaiting first aid training. First Aid procedures to be carried out as a priority and the ride abandoned if necessary.		
9	Rider & Equipment - Group separation / missing group member(s) / navigational error	Potential of a rider(s) taking an incorrect turn and becoming lost.	Riders, Ride Co-ordinator	Low	<p>Yes</p> <p>If yes, who can advise?</p> <p>Ride Co-ordinator, along with guidance published on the club website and regularly publicised by Club Secretary.</p>	<p>Pre-ride briefing to include check that all riders understand the ride protocols. Riders to be familiar with the published route before the ride. Riders under 18 years need a nominated rider to ensure they are not left on their own. Re-group at end of ride at Trawscoed Bridge to check all riders back. All missing riders to be reported to ride co-ordinators. Missing riders to be located by retracing the route if necessary. Any rider not returning back to Trawscoed should let the co-ordinator know at the briefing.</p>	Riders, Ride co-ordinator	25/02/2019