



OVER 55 CYCLING CLUB INC. Perth - Western Australia.

MEMBER'S HANDBOOK 2017

HISTORICAL NOTES

The Inaugural Meeting of the Over 55 Cycling Club Inc. was held at Perry Lakes Stadium on Tuesday, November 13, 1984 with 42 interested people attending. It was recorded at that meeting that the first bike ride would be on Friday, November 16. at 10.00 am from the Causeway Car Park taking the route around the river and Mounts Bay Road.

The original committee consisted of: - Bert Silver (President), Fred Watson (Vice President), Mona MacIntosh (Secretary), Ted James (Asst. Secretary), Edna Silver (Treasurer), Cath Coppin (Asst. Treasurer), Des Jones (Club Captain), Bill Clues (Asst. Club Captain).

From the modest beginning in 1984. The O55CC has grown in stature and numbers. Club Membership reached 200 in 1999, and 350 in 2016. Regular Club Rides now occur on Mondays, Wednesdays and Saturdays, with a choice of up to eleven divisions with varying standards of fitness levels, and distances covered. Regular Tours, Camps and overnight rides are also a club initiative.

INFORMATION FOR MEMBERS

1. STRUCTURE AND MANAGEMENT OF THE CLUB

- 1.1 The OVER 55 CYCLING CLUB INC is a non-profit body incorporated under the Western Australia Associations Incorporation Act 2015.
- 1.2 The Club is managed by a committee elected annually at the Annual General Meeting.
- 1.3 The Club operates in accordance with a Constitution and By-Laws, both of which have been approved by a General Meeting of the club.
- 1.4 The By-Laws are contained in this booklet and should be read by all Members as they contain important provisions applying to the conduct of rides.
- 1.5 The following notes should be read in conjunction with the By-Laws.

2. RIDE SCHEDULES

- 2.1 Regular Club rides are conducted each Monday, Wednesday and Saturday morning, departing from a variety of locations and returning to the departure point for a picnic lunch (not Saturday). These rides are graded to suit a range of riding capabilities. A morning tea/coffee break is included.
- 2.2 Rides are conducted in accordance with an Annual Ride Program issued in advance. Information on departure times and locations is contained in this program. Details of upcoming rides are also listed on the Club's website.
- 2.3 From time to time the Club conducts cycling camps and country tours of varying duration.
- 2.4 If the official temperature forecast on the evening before a scheduled ride is 38 degrees or higher, the ride is automatically cancelled.
- 2.5 Rides may be cancelled in the event of inclement weather. As the severity of the weather is difficult to predict, rides are not cancelled for this reason until the scheduled start time.

3. RIDE MANAGEMENT

- 3.1 The Ride Captain is the overall manager of Club

Rides, the Deputy Ride Captain assist with organization and the Ride Leaders control the individual rides.

- 3.2 The objective of the By-Laws (as they apply to Ride Management and Safe Riding) is to endeavour to ensure that Club's rides are orderly, enjoyable and safe. Achievement of this objective requires that Members co-operate fully in observing the By-Laws.
- 3.3 Rides are scheduled to return to the starting point by 11.30 am (summer schedule) and 12 noon (winter schedule) so that Members may socialise, hear announcements, refer to the notice-board, etc. Ride Leaders should alter the route of rides if necessary to meet this timing.
- 3.4 Ride Leaders may alter the route of a ride at their discretion, without notice. Members must join a ride at the designated starting point.
- 3.5 Riders are required to remain with the group for the duration of the ride. If a rider must leave the group then they are required to notify their intention to the Ride Leader or the Tail-end Rider. The Club accepts no responsibility for any rider once the rider has left the ride.
- 3.6 A wide range of rides is provided to cater for different levels of fitness and ability. Riders should choose rides that suit their own capacity and not expect a ride to be modified to suit them. There is no need for a Member to remain on the one ride level. Members may ride at any level which suits their circumstances on any given day, but if they consistently experience difficulty in one group, it is recommended that they change groups.
- 3.7 The following whistle signals are used: One blast - Stop or to call the group to order Two blasts - To start or resume riding.
- 3.8 Any problems encountered by a rider should be reported to the Ride Leader. If necessary, the problem can be referred to the Ride Captain.

4. SOCIAL EVENTS

- 4.1 The Club conducts a number of social events each year. Details are announced after scheduled rides.
- 4.2 Members are encouraged to wear their name tags to Club social events as well as on Club rides.

5. SAFE RIDING

- 5.1** Riding in a large group is different and more dangerous than riding alone or with two or three friends. Members should modify their riding accordingly. The Club sets great store by safety. The Safe Riding By-Laws take this aspect into account and their objective is to maximise safety. Members should read the By-Laws carefully and observe them at all times during Club rides.
- 5.2** The following Notes are supplementary to the By-Laws.
- 5.3** In addition to the items specified in the By-Laws, it is recommended that Members carry first aid equipment and, for longer rides, food and extra water as they consider desirable.
- 5.4** Although riding two abreast is permissible on roadways, single file is recommended and is safer. If adverse conditions arise when riding two abreast, the rider nearest the road centre should pull in behind the rider nearest the kerb.
- 5.5** It is essential that when a call indicating a hazard is given (e.g. "Bike up", "Walker up", "Stopping") that riders pass the call on down the group as appropriate. It is the responsibility of ALL riders in the group to pass on warning calls.
- 5.6** The call of "Clear" should not be used.
- 5.7** Care is necessary when stopping to avoid running into the rider ahead. Riders should endeavour to anticipate sudden stops.
- 5.8** Riders should visualise how the group of riders will appear to motorists. Failure of some members of the group to observe a traffic signal or unexpected departure by a rider from the route taken by the rest of the group will create uncertainty in the mind of the motorist.

6. DUTY OF CARE

- 6.1** Officers and other Members responsible for Club activities have a legal obligation to exercise a duty of care in accordance with the laws of Australia and Western Australia. These laws are extensive and complex. These Notes do not attempt to detail all the requirements of these laws.
- 6.2** Riders are responsible for their own health and safety.

7. INSURANCE

- 7.1** The Club carries insurance to protect the Club, its officers and other Members responsible for Club activities. The validity of the insurance cover depends in those concerned exercising an appropriate level of care. It is therefore essential that the relevant By-Laws are observed.
- 7.2** The Club's insurance does not provide cover for personal injury or damage to Members' bicycles. Members requiring cover of this nature should make private arrangements.

8. ACHIEVEMENT DAY

- 8.1** The Club may include an Achievement Day in its Annual Ride Program and award badges to Members recognising their achievements on the day by completing a ride over a designated distance in a specified time.
- 8.2** The choice of which Achievement Ride is attempted rests with the individual Member, bearing in mind that Member's condition of health and physical fitness level.
- 8.3** All rides offered on Achievement Day can be very stressful, therefore before attempting them, it is recommended that riders complete an adequate preparation training program. Advice for this can be obtained from the Ride Captain. If at any time during the event riders become unduly fatigued or ill, then they should abort the ride and call for assistance, rather than risk damage to their health.

- 8.4** Achievement Rides should not be conducted alone. For safety reasons a minimum of four (4) and a maximum of ten (10) riders constitute an Achievement Ride Group. This helps to ensure the correct course is traversed and thus the integrity of the Ride is maintained.
- 8.5** Separate rides are conducted over distances and terrain decided by the Ride Captain in consultation with the ride committee. In any year, participants may only nominate for one of the rides and the ride must be completed on the designated route.
- 8.6** For all rides, Members should carry food, drink and repair equipment additional to that carried on normal Club rides, appropriate to the duration of the event.
- 8.7** Achievement Day rides must be commenced at the time and place scheduled and participants must report to the officiating marshals at the commencement and completion of their rides. It is the responsibility of the Member to ensure that the ride is duly recorded. A ride will not be recognised for award of a badge unless these provisions are met.
- 8.8** For a member to have successfully completed their Achievement Ride they must have completed their chosen distance and returned to the starting venue by 5.00 pm on the day of the Ride.
- 8.9** Members must register for their chosen Achievement Ride 7 days before the Achievement Day. This is a strict deadline and no registrations will be accepted after this time.

BY LAWS OF THE OVER 55 CYCLING CLUB INC.

1. GENERAL

- 1.1 These By-Laws are made under clause 26 of the Constitution.
- 1.2 Members of the Club are bound by the Constitution and these By-Laws.
- 1.3 If any inconsistency arises between these By-Laws and the Constitution, the provisions of the Constitution shall apply.
- 1.4 Acceptance into membership is subject to the requirement that only a bicycle that is solely powered by the rider is to be used on club rides. Clause 1.5 may be the exception. At some future time following acceptance, Clause 2.2 may apply.
- 1.5 An applicant for membership who wishes to use an electric bike may be considered by the committee or designated officers (jointly), for approval to join provided they have a justifiable reason to use such a bike, and that it complies with European Standard EN 15194. Reasons may include, but not limited to, recovering from ill health or injury, or a permanent injury or disability that precludes the use of a bicycle of the type described in Clause 1.4.

2. RIDE MANAGEMENT

- 2.1 Ride Management By-Laws are applicable to all members.
- 2.2 An existing riding member may request approval from the committee to use an electric bike for club rides if this will enable them to continue riding when they would otherwise be unable to do so. Such a bike must comply with European Standard EN 15194. Officers designated by the committee may jointly grant approval on behalf of the committee.
- 2.3 A Ride Leader and a Tail-end Rider must be appointed for every ride.
- 2.4 The Ride Leader is in charge of the ride group. Whilst they will normally lead the ride from the front, they may at their discretion rotate the lead, provided they remain in a position to control the ride.
- 2.5 It is recommended that the ride groups are limited to ten (10) riders. If the number of riders wishing to ride at a particular level exceeds this number then it is desirable that the group splits into two or more groups so each sub group does not exceed 10 riders. If this is done a leader and tail-end rider must be appointed for each sub group.
- 2.6 Ride Leaders and Tail-end Riders should carry whistles. When one of these riders considers that it is necessary for the ride to stop, a single blast of the whistle should be given. The signal is to be repeated from front to back of the group, or vice versa, as appropriate. The signal to proceed is two whistle blasts.
- 2.7 Any rider may request an additional comfort stop at any appropriate time.
- 2.8 The Ride Leader may alter the route of any ride at his discretion.
- 2.9 Ride Leaders must stop the ride at intervals appropriate to weather conditions to allow riders to have a drink. Any rider may call for a drink stop.
- 2.10 The general planning and scheduling of all rides shall be undertaken by the Ride Committee under the direction of the Ride Captain. The Ride Committee shall comprise the Ride Captain (chair), Deputy Ride Captain, members assigned as Ride Leaders or Tail End Riders.
 - 2.10.1 The Deputy Ride Captain is required to act on the Ride Captain's behalf in their absence.
 - 2.10.2 The Ride Committee meetings shall take place at a time to be decided by the Ride Captain.
 - 2.10.3 The Ride Captain shall report the outcome of the Committee meeting to the Committee of Management at the following Committee Meeting.

2.10.4. The Ride Committee shall prepare the annual ride program by 31 October and the Ride Captain shall present the program at the November committee meeting for ratification by the Committee.

3. SAFE RIDING

- 3.1 Members taking part in rides organised by the Club are required:
 - 3.1.1 to comply with the traffic laws of Western Australia; and
 - 3.1.2 to observe the provisions of these By-Laws.
- 3.2 Bicycle helmets complying with Australian Standard AS/NZ2063 must be worn and such helmets must be correctly fitted and fastened.
- 3.3 All riders are required:
 - 3.3.1 To wear shoes or boots or cycling/adventure sandals whilst cycling. Bare feet, thongs or strapless sandals are not acceptable;
 - 3.3.2 To wear suitable clothing to ensure high visibility to all other road and path users at all times; It is preferred that the club jersey be worn on all club rides for both visibility and identification; This can be supplemented with other high visibility apparel to suit riding conditions on the day.
- 3.4 It is strongly recommended that riders use flashing front and rear lights in poor visibility conditions. Riders are strongly encouraged to use them at all times.
- 3.5 Radios, earphones, mobile phones or any other device, which may interfere with hearing, sight or control of the bicycle, must not be operated while riding.
- 3.6 Riders must commence the rides with a spare tube, tyre levers, a tyre pump and a water bottle with adequate water supply for the ride.
- 3.7 No alcohol may be carried or consumed on rides.
- 3.8 The rider's name tag should be worn during rides. A contact name, address and phone number for use in the event of an emergency must be carried.
- 3.9 Riders must ride in single file when on Shared Paths and must ride no more than two abreast when on roadways, in accordance with the WA traffic laws.
- 3.10 Traffic lights, pedestrian lights, Stop signs and Give Way signs must be obeyed in accordance with WA traffic laws.
- 3.11 Riders must keep to the left on Shared Paths and roadways.
- 3.12 When the group is stopped, riders must avoid obstructing the path or roadway.
- 3.13 Riders are to remain behind the Lead rider as far as practicable unless directed otherwise by the Ride Leader. If a rider passes the Leader, the rider is to slow down or stop and allow the Leader to regain the lead as soon as this can be done safely.
- 3.14 Riders should follow the Lead rider and not depart on alternative routes, however minor.
- 3.15 The Tail-end Rider must remain at the rear of the group throughout the ride unless directed otherwise by the Ride Leader.
- 3.16 Lead riders must call out warnings when obstructions, pedestrians, cyclists or other hazards are seen. Tail-end riders must call out warnings when the group is about to be overtaken by motor vehicles or other cyclists. These calls are to be passed along the group by other riders. Should a Lead rider or Tail-end Rider fail to give a warning call, other riders should originate a call themselves. The final responsibility for a rider's well-being rests with the individual. Riders should not rely solely on the call of another rider but check themselves that any given call

is correct.

3.17 All riders must stop when directed by the Ride Leader or when a single whistle blast signal is given and must not proceed again until determined by the Ride Leader.

3.18 On a club ride, if a member infringes the traffic laws or Part 3 of these By-Laws they shall be requested to comply by the Deputy Ride Captain, Ride Leader or Tail-end Rider.

3.18.1 Should the offending Member fail to comply they may be reported to the Ride Captain

3.18.2 The Ride Captain shall convey such report to the Committee.

3.18.3 The Committee shall decide what action is to be taken in respect of such report.

3.19 Ride Safety Calls are:

BIKE UP	Cyclist approaching from front.
BIKE BACK	Cyclist approaching from rear.
COMING THROUGH	Cyclist passing riders.
PASSING ON RIGHT	Cyclist passing riders.
POST	Beware of post on path ahead.
WALKER	Pedestrian on path ahead.
SKATER	Skater on path ahead.
GLASS, SAND, etc	Hazard on path ahead.
LOOSE DOG	Loose dog near path ahead.
SLOWING/STOPPING	When a rider is slowing or stopping.
CAR BACK	Car overtaking.
CAR LEFT/RIGHT	Car approaching from the side.

The call of 'Clear' should not be used.

4. DUTY OF CARE

4.1 Officers and other Members responsible for activities of the Club have a legal obligation to exercise a duty of care in accordance with the laws of Australia and Western Australia.

4.2 Ride Leaders and Tail-end Riders must be familiar with traffic laws and the Club's By-Laws.

4.3 After the ride has been completed, the Ride Leader must report all significant incidents of accident, hazard, infringement of traffic laws or Club By-Laws to the Ride Captain.

4.4 In the event of an accident or illness during a ride:

4.4.1. The Ride Leader is responsible for ensuring appropriate assistance is offered to the injured or unwell rider.

4.4.2. The decision as to what assistance is provided is to be made by the Ride Leader and/or the First Aider in conjunction with the person affected. In all situations, the safety and legal rights of the injured or ill rider are to be preserved.

4.4.3. Wherever possible, at least one person not involved in the incident should witness the decision made and the actions taken.

4.4.4. An injured or sick rider has the right to refuse assistance offered. However, the rider must remember that they also have a duty of care to their fellow riders and such an action may not only endanger their own life but will also place unwarranted stress on to the others in the group.

The club strongly disapproves of such an action.

5. RIDING BY NON-MEMBERS

5.1 Non-members may participate in rides organised by the Club with the approval of the Ride Captain or Ride Coordinator. Approval shall not be given for non-members to participate in Club rides on a regular basis.

5.2 Non-members can ride in up to three rides with the club rides without paying a fee, after which they are required to join and pay the FULL joining fee.

5.3 Before a non-member takes part in a Club ride, the non-member is required to:

5.3.1 read a copy of Schedule 1 of these By-Laws, "Conditions of Participation by a Non-Member in Rides Conducted by the Over 55 Cycling Club";

and

5.3.2 sign a copy of Schedule 2 of these By-Laws, "Declaration by Non-Members".

6. CERTIFICATES OF APPRECIATION

6.1 A Member who has rendered long and/or valuable service to the Club may be presented by the Club with a Certificate of Appreciation.

6.2 Members may make a recommendation to the Committee that a Member be awarded a Certificate of Appreciation.

6.3 A recommendation, proposed and seconded by financial Members, shall be made to the Secretary in writing, and shall set out the reasons for the recommendation.

6.4 The Committee shall have the power to decide whether to accept the recommendation and is not required to give the reasons for its decision.

6.5 Wherever possible, Certificates of Appreciation shall be presented to the recipients at an Annual General Meeting.