

ACTION ITEMS FROM RIDE LEADERS MEETING ON 18th October 2022

				Updated 18/10/23
	RIDES PROGRAMME			
RP9	There are lots of things, including telephone numbers, equipment, etc. that could be communicated via pre-Ride emails	Could we develop a standardised Ride Briefing email	Vicky Palethorpe to prepare a draft for review STARTED but is proving more complex than originally thought . Not that urgent so take checkpoint at next meeting to confirm if this is still worth progressing	STARTED – This was missed from the discussions. Pass over to next meeting
RP11	On the Road Signing and Calls	Need Improvements in the way we do on-the-road signing and calling to the group Particularly so for Hearing Impaired Riders.	Group Riding signals set out on the website – https://coventryctc.org.uk/advice-signalling Ride Leaders to identify any issues with the website information...then Bob Tinley to send out a pointer via the Bulletin	DONE ...Video produced by Marina Friend and Andy Gilbert
RP12	Could do with some updates on the availability of Cafes	Can we refresh out current Cafe finder ?	George Riches to look at updating our current Cafe finder. - George has indicated that it is something that it is something that RLs could update themselves . He will look at the details in December	STARTED – This was missed from the discussions. Pass over to next meeting
RP14	Backmarkers	More consistent use of Backmarkers – and they should be more active	Agreed that Ride Leaders are free to choose if they want to have a backmarker – and generally there will be a second RL in the group to undertake the function if requested.	DONE - Agreed that Ride Leaders are free to choose if they want to have a backmarker – and generally there will be a second RL in the group to undertake the function if requested.

RP15	On the road 'Rules'	Need more guidance to our Ride Leaders as to what the 'on-the-road' guidelines are. Apparently Laterne Rouge have produced a video ?	Accepted that this is different from the Signalling item RP11.	STARTED - Marina and Vicky to progress
RP16	Ride Planning Horizon	Would like to push out the Ride Programme to 6 weeks	Nigel and Bob	DONE – virtually there and we now have the working policy in place to ensure that this is maintained on a rolling basis
RP17	Short Rides	Can more Ride Leaders put in to do some additional Short Rides	All	DONE – have a reasonable number of Short rides appearing regularly in the Programme
RP18	Chasing when Rides needed in the Programme	Nigel has agreed to be the chaser when there is a need to fill slots in the Programme	Nigel	DONE – Nigel is on top of this
RP19	Spreading the load	Ride Leaders to try to lead at least one ride per month	All	DONE – Accepted that this should not be seen as a target as many RLs cannot commit to this. We have lots of Ride Leaders available and this is not seen as needed.
RP20	Thursday Rides	Nigel will attempt to plan a Thursday Ride if there is no Tuesday Ride	Nigel	DONE – Nigel has been offering quite a few Thursday rides
RP21	New Rider 'stickability'	Concerned that we are generating new riders to come along to our rides but they do not return after doing one or two rides with us.	George has produced the latest Attendance figure with a table showing the number of Riders who attended a small number of Rides - 32 riders only came on one ride and 11 on only two – however some of these might be long term members who ride only infrequently. Nevertheless it is an indication that we are potentially failing to lock-in a significant number of New members. Suggestion is that any Ride Leader who believes they have a new participant on their ride should get contact details and follow up with a	STARTED – Paul Whateley to prepare a pro-forma note / message which could be sent by the Ride Leader as a followup-

			check with them to see if they are likely to continue with us, and what the reasons might be if they are not.	
RP22	Is there a demand for 'Coaching' Rides?	Maybe for next Winter	Andy Gilbert to carry on for the moment. Maybe look again as we approach Winter	STARTED – Suggestion from Vicky to setup a Working Sub-group to progress this
TRAINING & SUPPORT				
TS4	First Aid course for Ride Leaders	First Aid course identified. Need to make final booking arrangements	Vicky Palethorpe to move forward with March 20 th or April 30th	DONE – A raging success. However budget has now been emptied so currently no follow-on
TS5	Communications	Need better communications between Ride Leaders	Vicky	DONE – Group felt that we are working well between ourselves
TS7	Preparation for a Routing and Navigation Workshop	Many different thoughts on the approach to this ... too many to handle in an open discussion	All Ride Leaders to pass their thoughts on to Bob via email.	
TS8	List of Ride Leaders	We seem to have a number of conflicting lists of Ride Leaders	Nigel to clarify	
PROGRAMME FOR NEW RIDERS				
NR1	We need to comprehensive approach to providing a package of rides in support for New and Improving Riders	This is a significant new initiative within the remit of the Ride Leader group but beyond the scope of this meeting (other than us having included a Monthly Introductory ride on the 1 st Sunday)	Recommend to establish a working group. Volunteering to be part of the Working group are – <ul style="list-style-type: none"> • Helen Tolley • Martin Lee • Paul Whateley • Andy Gilbert • Vicky Palethorpe • Marina Friend 	DONE – This is now business as usual and there is a regular programme of rides and procedures for introducing new riders
TOURS PROGRAMME				
TP1	Advice for Tour Leaders	We have an outline of information for planning and leading a tour, and examples of previous tour plans	https://coventryctc.org.uk/guidance-on-running-a-tour https://coventryctc.org.uk/repository-of-previous-tour-plans-and-reports	Done – Updated version now on the Website in the 'Go Touring' section.

TP3	Tour Programme	Nigel Hickman looking at options for a short moving on tour to Northamptonshire & Leicestershire in early April	Nigel to work on a proposal	Done – Agreed that the Tour Programme has become embedded into our culture and is now managing itself. 2022 has been a fantastic success with 8 Tours and 52 individual riders participating
TP4	Maintain the Tour Programme	Add to these provisional tours to the 2022 Tour Schedule. Also Tours now included in the Ride Planner spreadsheet	Alan Jelley to update website https://coventryctc.org.uk/2022-tour-programme	DONE - Bob Tinley has agreed to be the Tour Programme Coordinator and will progress for the 2023 year
	OTHER ITEMS			
OI1	Would like to see more Social Events	Really outside of the Ride Leader group remit but as most of the key club players are here then why not !	The Curry night was brilliant, now would like a followup	STARTED - Paul Whateley has agreed to setup another Social Event
OI6	Possible trip to the Derby Velodrome	Dave Hearn is looking at the options		STARTED - Dave Hearn progressing
OI7	Time for Tea has changed hands for possible change in arrangements for the Christmas Meal	Dave Hearn is progressing		STARTED - Dave Hearn progressing

All older Action items can be viewed on the minutes from previous meeting on the website - <https://coventryctc.org.uk/ride-leader-meeting-minutes>