Seacroft Wheelers
Est. 1975

Ride Leaders Guide

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www.seacroftwheelers.co.uk

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Introduction

This guide is for Ride Leaders, members and prospective Ride Leaders to provide an overview of the responsibilities and benefits of being a Ride Leader.

Seacroft Wheelers (SWCC) is a friendly and inclusive cycling club which aims to promote cycling and organises a variety of Club Rides each week with the aim of promoting and encouraging participation in amateur cycling in Leeds and the surrounding area.

Our primary objective is that each ride should be inclusive, enjoyable and safe.

Ride Leaders play an important role within the club without whose support club rides would not be possible.

As a growing and progressive club, we encourage as many members as possible to become Ride Leaders, to develop their own riding and communication and to gain enjoyment from giving-back to your fellow members. If you are interested in becoming a Ride Leader, please contact the Ride Captain ridecaptain@seacroftwheelers.co.uk.

The definition of a Club Ride can be found in the Seacroft Wheelers Code of Conduct document. The majority of Club Rides are “non-drop” rides, meaning we leave nobody behind. We aim to start each ride as a team and end each ride as a team. The Spond invitation for the event will clearly state if the ride is something other than a “non-drop” ride.

All Club Rides are organised in line with Cycling UK’s Ride Leader Standards, please see Cycling UK for additional information and training.

https://www.cyclinguk.org/sites/default/files/document/2023/01/cycling_uk_ride_leader_standards_handbook_v2.pdf

Competitive rides are available to members, please see our website or racing secretary racingsec@seacroftwheelers.co.uk for more information.

Ride Leader benefits

Ride Leaders are highly valued by the club and our members, as they enable members to benefit from a wide selection of rides each week. On-road and Off-road with a variety of destinations, distances, speed and elevation each week.

Ride Leaders are 'officials of the club' and act on the club's specific instructions. As a result, rIde leaders are covered by SWCC’s third party insurance via Cycling UK for their Ride Leader duties, providing public liability cover up to £10m in the unlikely event that a claim is made against a Ride Leader.

The club runs an incentive scheme for Ride Leaders, based upon the number of rides led in a given period, with discounts provided for Club Kit and other benefits which may be announced from time-to-time.

Ride Leaders have their own group on Spond named “Leadership” and we use this to share information and ideas, ask and answer questions and to support each other.

RIde leaders are invited to Ride Leader Forum meetings throughout the year to help shape the offer of the club, and are able to suggest new ride destinations, routes and cafe stops.

Ride preparation

Each Club Ride has an effort profile as described on the website www.seacroftwheelers.co.uk and in the description provided in each Spond invitation.

In addition to an effort profile, each event is usually listed with a start and finish location and may also include a destination or cafe stop.

The first activity for a Ride Leader is to plan the ride:

1. Plan the Route

A route should be planned from the advertised start location to the advertised finish location which matches the effort profile for the ride and takes in any advertised waypoints, cafe’s or destination. Ride Leaders must ensure that the route is safe and that risks are managed appropriately.

Leaders may choose to plan and later navigate the route from experience, taking account of changes since the route was last ridden.

A repository of established club routes can be found here:
https://ridewithgps.com/clubs/14316-seacroft-wheelers-cycling-club/collections

If you require access to the club route library, please contact the Ride Captain.

SWCC best practice however, is for Leaders to choose an established route from the club’s RideWithGPS route library and to navigate the route with the support of a bike computer, and in addition, to share the route with event participants in advance of the event, to enable members to download the route onto their own bike computer, in order to be more informed on the road and when riding in the group.

It should be noted however, that the use of RideWithGPS, route files and bike computers is purely optional for all club members and is not mandatory. Leaders are however encouraged to take advantage of the route library and to contribute to its maintenance and upkeep alongside the Ride Captain who curates and maintains the route library.

If the route includes any risks that participants should be aware of, the Ride Leader should communicate these in the Spond invite and/or at the ride briefing.

If circumstances, risks or weather change, the Ride Leader may change the route at any time and must inform event attendees immediately of any such change.

2. Publish/advertise the Route in the Spond event

It's important to let attendees know about the route, so they have the information they need when selecting to attend an event.

Even if you don't use a bike computer and navigate from experience, you need to state the distance of your ride and if your route is flat, hilly, or has a lot of climbing.

If you are taking a pre-planned route from our club RidewithGPS route library, or if you are using a route you know and have risk assessed from your own GPS source, please publish a link to your route in the Spond event description, or attach the GPX file to the event.

To create and publish a link to your route follow the instructions on your mapping application to make your route accessible to others and to create a link, which you can paste into the Spond event description.

To share a GPX file, download this onto your device, then log into Spond on your device, select the event you are planning to lead, on a mobile device press the three dots icon top right (...), or on another device such as a PC, select the "Edit" option. Select Edit only this instance, if you are given this option, then select Add Attachment, select the file you have downloaded to your device and select save. When finished, save your changes to the event.

3. Plan Equipment

Once the route is planned the Ride Leader should plan the equipment needed to lead the ride safely and should inform attendees if the equipment they need to bring to the ride is different from that listed in the SWCC Code of Conduct.

4. Monitor the number of members accepting the ride

Keep an eye on the number of members accepting the ride on Spond and plan accordingly.

In the event of no members accepting to join the event, at the pre-ride briefing (or shortly after), the Ride Leader will record an attendance of Zero attendees for the Event in Spond. the Ride Leader is free to join another group.

Please do not cancel events with no participants. And please don't cancel any events in Spond, unless the Ride Captain or Deputy Ride Captain agree. If you think an event needs to be cancelled please consult with

the Ride Captain or Deputy Ride Captain, unless the event needs to be cancelled due to an emergency and there's no time to consult.

5. Manage the size of the group you are to lead

Introduction:

Groups should be managed to a maximum group size of 14, as per Cycling UK guidelines.

SWCC wishes to encourage new Ride Leaders. To assist new Ride Leaders to develop their leadership skills and confidence, we empower Ride Leaders to reduce the maximum size of their group from as few as 4 attendees, as the Ride Leader sees fit.

A Ride Leader may appoint a Deputy Ride Leader (DRL) from their group at any time, to manage the group from the back. For groups over 8 people we will recommend that DRLs are appointed whenever possible.

We further encourage new Ride Leaders to seek the assistance of a DRL wherever possible. The Ride Captain and Deputy Ride Captain as well as fellow Ride Leaders are here to help.

Setting group size limits:

It is recommended that when a Ride Leader is appointed for a ride, they set the "Max number or participants" limit in the Spond Event to a number in line with this guidance. To do this for an event, select the event, press the "..." at the top right of the page and scroll down to the "Max number or participants" option, type in a number and save your changes.

In the event that the number of attendees who accepted the ride before the Max number of participants has been set, is above the Ride Leader's preferred maximum, the Ride Leader should:

1. Try to find another Ride Leader with whom the group can be split.

   If the group can be split, create a duplicate event in Spond (select the … option on the event page of the phone app or select the edit option on the event page on the Spond website) then choose duplicate. This will create a second "copy" event.

   Once you have a second event, edit one version and change the leader.

   Inform the additional (new) leader, so they can set their group size in Spond.

   Message the attendees asking for a certain number to decline the current event and accept the additional event to balance the numbers.

Don't worry if attendees don't transfer their acceptances in Spond, you manage the allocation of attendees between groups on the morning of the ride and you can adjust who rode where when you record attendance at the end of the ride.

2. Ask attendees if some would be willing to move to another group to reduce the group to a size you are comfortable with.
3. Consider appointing a Deputy Ride Leader to assist you in managing a group that's larger than your normal maximum preference.

   If the group can be split, create a duplicate event in Spond (select the … option on the event page of the phone app or select the edit option on the event page on the Spond website) then choose duplicate. This will create a second "copy" event.

   If the group can be split, create a duplicate event in Spond (select the … option on the event page of the phone app or select the edit option on the event page on the Spond website) then choose duplicate. This will create a second "copy" event.

Should any attendees arrive on the day who have not accepted the ride on Spond and take a group above the Max number of participants limit (or a maximum of 14 if a limit is not explicitly stated in Spond), those riders should normally be informed that the ride is full and that they are unable to join the event, noting the Managing larger groups exception detailed below. The RL's decision will be final on these matters.

Any complaints from members should be referred to the Ride Captain.

Managing larger groups:

It is recommended that Ride Leaders attempt to split any group of 10 or more, with another Ride Leader.

As it is not always possible to find a second Ride Leader with whom to split a group, a Ride Leader may take a group of up to 14 provided that the Ride Leader judges that it is safe to do so. In making this assessment the Ride Leader should consider factors such as, the nature of the route, the experience of the attendees and the Ride Leader's own confidence & competence in leading groups.

6. Make Reservations

For rides requiring a booking for certain elements, such as a cafe stop, complete the booking prior to the ride starting. It is useful to do this two days before the event you are leading.

7. Keep Monitoring risks and the weather for the day of the ride

In the days leading up to the ride monitor the weather, local news and other sources for unexpected events which may impact the ride you are leading.

The Ride Captain will be monitoring weather conditions in the days leading up to social rides. If the long range forecast suggests conditions will be at the club risk limits then notice will be served that rides are susceptible to cancellation. Decisions will usually be made 12 to 36 hours before a ride is due to commence.Feel free to share any concerns or observations with the ride captain during the lead-up to the ride.

If at any time you feel uncomfortable to lead a ride, you may retract your offer to lead a ride (directly in Spond), and make the ride captain aware.

From time to time, in the event of holiday or other short term unavailability, the Ride Captain may appoint a deputy Ride Captain to support Ride Leaders.

On the morning of a ride there may be a need to make a decision on ride cancellation due to unforecasted or unforeseen conditions. In this case the Ride Leader has the backing of the club to cancel a ride. This is also the case for decision making during a ride as part of your dynamic risk assessment. Any ride cancellations should be recorded with the Event being Cancelled in Spond, using the Rides should be cancelled in Spond, using the “Cancel and notify recipients” option and NOT the “Delete” option.

Leading the ride

The Ride Leader should arrive at the start location in good time to be ready to ride (10 minutes before is advisable) and to give a briefing to ride attendees at the advertised start time of the ride.

Your Pre-ride briefing

The briefing should include the following elements:

1. Identify yourself as the leader of the ride named in the Spond invitation
2. Restate the ride destination, distance and effort profile
3. State any changes to the advertised route/destination
4. Highlight any risks that participants should be aware of (examples are situations where the route has sections of A road)
5. Highlight any learning points from previous rides (such as a reminder to call back to front etc.)
6. Highlight your own leadership style and how you want attendees to work with you (e.g. you can appoint a deputy Ride Leader “wingman” or “wingwoman” to assist with the back or front of the group to complement your own leadership style and preferred position in the group - however it should be understood that the Ride Leader retains overall control of and responsibility for the ride).

7. Ask if anyone has any concerns to raise them with you as you gather ahead of the start

Pre-ride checks

1. Check the size of your group, (see Managing unexpected events later in this document).

2. Check that participants are wearing helmets (no helmet no ride)

3. Noting that it is the responsibility of each participant to arrive with an appropriate and ‘safe’ bike, look for any high risks to the group, in particular check that participants have working lights for night-time / low-light rides and mudguards if it’s raining.

As a Ride Leader you have authority to ask an attendee to leave the ride if their equipment is not safe or appropriate for the needs or risk-profile of the ride.

You are empowered to act if you spot an attendee who may pose a risk to themselves or the group. The Club will support any reasonable action of the Ride Leader.

4. Record attendance in Spond - note it is not uncommon for individuals to have signed-up but not attend or attend a different ride. Please do not assume the list on Spond is accurate.

If no members arrive for the ride and other rides are running, the Ride Leader is free to join another ride, record a zero attendance on Spond and remove themselves as the Ride Leader on Spond. These actions will ensure that our records are accurate.

Seacroft Wheelers is a Community Amateur Sports Club (CASC), to maintain our CASC status, we are required to record attendance. In the event that insufficient members attend our events through the year, the club’s status as a CASC could be revoked, so it is important that attendance is accurately recorded in Spond.

During the Ride

1. Maintain active communication and encourage attendees to do the same (as per Code of Conduct).

2. Actively assess & manage any dynamic risks or incidents that occur on the ride.

3. Actively address the problem if any attendee does not follow the instructions of the leader. The leader is empowered to ask an attendee to leave the ride if their behaviour or actions risk the cohesion and safety of the group.

4. Take a group photo at a convenient time and in a safe place for future use on Spond/social media.

At the end of the Ride

1. Thank attendees for their participation.
2. Reflect on the positives from the ride.
3. Highlight one or more key learnings for future rides (to aid learning & development).
4. Register the attendance in Spond (press the register attendance button on the event page, select the attendees who rode with you, add any that didn't register before the event and save your changes.
5. Update the comments in Spond with a post-ride report including actual distance, average speed, elevation gained.
6. Escalate any issues or concerns to the Ride Captain as necessary.
7. Complete an incident report if necessary (see Accidents and Emergencies).
8. Make a social media post as you wish.

Risk Management

Club Rides follow routes established since the formation of the club in 1975.

Routes for each Club Ride are updated regularly in response to road network developments, maintenance and risk (See Risk Assessment). As a result Club Rides are able to be consistently managed in accordance with a generic risk assessment, which applies to all rides. See Club Ride Risk Assessment later in this document.

The generic risk assessment defines the generic hazards and control measures and the club. The SWCC route library is maintained using feedback from Ride Leaders to track and mitigate changes to these.

Not every risk can be pre-empted so an important role for Ride Leaders is to continuously look for hazards before and during a ride and to take action to reduce the likelihood (risk) of an incident occurring and to provide feedback to the Ride Captain to maintain the generic Risk Assessment and the routes we follow on Club Rides.

This process applies to all rides and all routes, whether using the RideWithGPS route library routes chosen and navigated by a Ride Leader from experience.

Ride leaders should formally assess any new routes, before taking a group on that route and consult with the Ride Captain if the Ride Leader wishes to develop a new route.

Managing unexpected events before a ride

Extreme Weather

Extreme weather events occur from time to time and the club uses the UK Meteorological Office (Met Office) as our single point of truth for making weather related decisions ahead of the start of a ride.

Options:

BBC Weather (forecasts provided by Meteo)	Well known and easy to use with a simple app providing forecasts for LS15 and LS25 (our primary start locations)	https://www.bbc.co.uk/weather/ls15
Met Office UKV model - available via 3rd party forecasters e.g. Windy.com	The most accurate forecast, but the website and app challenging to use	https://www.windy.com/-Temperature-temp?ukv,temp,2025011909,53.797,-1.427,14
Met Office	More detail than the BBC with an easy to use website and app	https://weather.metoffice.gov.uk/forecast/gcwfphtxj#?nearestTo=LS15%20(United%20Kingdom)

Risk thresholds for the range of weather conditions from extreme to normal weather are as follows:

Our general guidance is that if the Met Office issues an Amber or Red weather warning for any of the following, rides will be cancelled:

1. Ice or slippery surfaces
2. Rain
3. Low visibility including Fog, Smog and other causes of low visibility
4. Thunder & Lightening
5. Extreme Cold

Warm weather is not considered a risk for cyclists, however a Red warning for extreme heat should be considered as a reason to cancel a ride.

More detailed guidance will be provided in a future issue of this document

Change in availability of the Ride Leader

If a Ride Leader becomes unavailable to lead a ride they have been allocated, the Ride Leader should notify the Ride Captain as soon as possible.

The Ride Captain will seek to find an alternate leader from the current Ride Leader team. If no alternate leader is available from the current Ride Leader team, the Ride Captain or Deputy Ride Captain will seek to enlist a ride attendee to take over as a Ride Leader. In the event that nobody is available to lead the ride, attendees will be asked to join another ride, to ride as a Member Ride, without a leader, or to return home without having ridden.

Other Extreme Events

If any unexpected event is viewed by Ride Leaders posing an unusual and unexpected risk to a current or future planned ride , please seek the assistance of the Ride Captain or Deputy Ride Captain so a risk assessment and decision can be made.

Recent examples of events that were not foreseen are:

- The outbreak of the Covid-19 pandemic
- Police incidents
- Environmental incidents

Managing unexpected events during a ride

Mechanical Failures

Expect to have to deal with mechanical issues during any ride, such as punctures, broken chains, slipping gears and any brake problems for yourself or any participant and carry the following basic equipment with you:

- A mobile phone which is fully charged and has an active airtime contract for voice and data.
- At least one inner tube.
- Tyre levers and a tyre patch (repair) kit.
- A pump compatible with the valves on your bike tyres, specifically Presta valves and optionally Schrader valves too.

- Multi-tool with Allen keys, ensuring that if you have bolt-through axles on your bike, you have an allen key of the correct size for your bolt-through axles.

In addition, it is recommended that Ride Leaders also carry the following optional equipment:

- Master link or quick-release chain-links for 10, 11 and 12 speed gears (9 speed should be carried in addition for off-road activities)
- Chain tool (to repair broken chains)
- Nitrile gloves to keep your hands clean in the event of having to deal with a broken chain
- An off-line copy of emergency contact details for ride participants if the ride is planned in an area with poor or no mobile data reception. Please note, to comply with GDPR copies of emergency contact details held outside of Spond should be made before the ride and deleted or disposed of securely immediately after the ride.

Accidents & Emergencies

In the event of an accident, the Ride Leader should first look after their own safety. Provided the Ride Leader is safe, the Ride Leader should:

1. Get other people off the road or trail and away from danger
2. Make the area safe, ask for two (or more) people to stop traffic or other riders as necessary
3. Assess the casualty (if qualified to do so) or ask if anybody has a first aid qualification. Do not move the casualty unless absolutely necessary.
4. Call the emergency services, or have someone call the emergency services by dialling 999 or 112. They will need to know the location of the injured parties. Identify your location by grid reference, reference to signage on the road / trail, or by using apps such as what3words.com or OS locate if you have a working phone with internet connection.
5. Send people to guide-in emergency services if required.
6. Reassure the casualty and if they are conscious ask whom they would like to be contacted. If they are unconscious, as Ride Leader, you have access to the attendees emergency contact details in the Spond event. If you do not have a working phone with internet connection, try and locate the casualties ICE details on their phone.
7. Keep an eye on the rest of the group - look out for anybody suffering from shock (or acting irrationally, or unusually) which can be dangerous.

8. When help arrives, ask where the casualty is being taken so you can inform their emergency contact. Try to get the job number from the ambulance service or incident number if the police are involved. Do not go with the casualty.

9. Make a note of any witnesses and other parties. Write down or record their details and complete an accident/incident report form as soon as practical. Record briefly what happened and take photos of the scene. https://www.britishcycling.org.uk/clubs/article/20140530-Useful-Documents-for-clubs-0

10. Decide what to do with the casualty's bike and possessions - perhaps a local resident could keep them safe for the time being. Alternatively you could lock the bike somewhere and retrieve it at a later date.

11. Decide whether to continue with the ride. People may appreciate the chance to sit down quietly and discuss what has happened over a hot drink. They may also feel able to carry on with the ride as planned. Whether or not to carry on is your decision as Ride Leader.

For more information please refer to the Cycling UK Ride Leaders Toolkit

Completed accident-incident report forms should be copied and submitted to the Ride Captain and Club Chairman

Ride Speed (outside advertised pace)

The advertised speed is a guideline and is important to enable participants to select a ride that best fits their capability / training or recovery plan.

The speed of the ride can be adjusted by the Ride Leader in accordance with the capabilities and desires of the participants on each ride, provided that no participant is pressured into riding further or faster than they are comfortable with or capable of.

In the event that a participant is unable to keep up with the group, the group must slow to the speed of the slowest participant.

Participants must not be asked to leave a group if they are unable to keep up, it is the responsibility of the group as a whole to help a struggling participant to safely arrive at the finish.

The Ride Leader may cut a ride short, or deviate from the planned route to accommodate the needs of a struggling participant.

Our motto remains, nobody gets left behind!

Rider(s) electing to leave a ride before the finish

Riders may elect to leave a group at any time, recognising that having left the group, the member has elected to ride at their own risk and take responsibility for navigating safely back to the end of the ride or a destination of their choice. Members making such an election, must inform the Ride Leader before leaving the ride. Failure to inform the Ride Leader is a breach of the SWCC Code of Conduct.

Your group is too large (too many attendees arrive at the start)

If you have more than 10 participants, consider splitting the group and appointing a leader to the split group.

Groups with more than 15 participants must be split into a minimum of two groups or reduced to 14 participants or less before the start of the ride.

Work with your fellow leaders (if possible) at the start point to do this.

If you judge the group to be too large and therefore unsafe, you have the authority to either split the group if another leader is available, ask for volunteers to leave the ride to reduce the group to a manageable size or cancel the ride as a last resort.

Attendees have arrived at the start, without accepting the invitation on Spond

Allowing attendees to ride who have not accepted the Spond invitation is at the sole discretion of the Ride Leader. If you have space in your group to allow the attendee to ride, without the group becoming too large, you may elect to do so. But please ask the attendee to accept future Spond invites.

If you judge the group to be a safe size, accommodating only the attendees who accepted the Spond invitation you may seek to split the group (see “Your group is too large (too many attendees arrive at the start)” or inform the member that they are unable to join as the group due to the group being full for today.

Ride Administration

Ride Cancellation

Whilst every effort should be made to run rides that have been advertised, rides will always be cancelled if the risk of running the ride falls outside of the criteria defined in this document.

If rides have to be cancelled, we will seek to give attendees as much notice as possible and ideally declare a cancellation between 36 hours and 48 hours before the planned start time for the ride.

This will of course not always be possible and in any event rides that need to be cancelled will be cancelled up to and including at the start of the ride.

Event Creation in Spond

Events will normally be created by the Ride Captain and bulk-loaded into Spond on a half-yearly basis, following consultation with Ride Leaders.

APPENDIX 1

Incident Form

Please complete the form over-leaf in the event of an incident and provide a copy to the Club Chair and Ride Captain.

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INCIDENT REPORT

This form should be completed where injury, illness or property damage has been sustained by any party during a recognised British Cycling event or activity, including formally organised and registered events, club activities and all coaching, training, ride leading and instructing. It should also be used to report incidents that did not result in injury, illness, or damage – but had the potential to do so.

The form should be completed by an appropriate person, normally the organiser of an event or activity, but may also be completed by an appointed Chief Commissaire or Referee, Event Safety Officer, Coach, Ride Leader, Cycle Training Instructor or other appropriate club or event official.

Day & Date of Incident :		**Time :**	
Name & Type of **Event / Activity :** *(please include **Event URN**)*		**Event URN :**	
Incident Location / Venue : *(include address & postcode if possible)*			
Name of **Organiser :**			
Name & Role of (where applicable) **Other Responsible Official :**			

What Happened? *(please provide a factual account of the incident)*

Who was involved ? What injuries / illness were suffered ? What property was damaged ?
(further details can be provided on a separate sheet if necessary)

Full Name :		Involved as :	
Email / Tel :		Member No :	
Injury *(or illness)* :		**Property Damage** :	
First Aid Treatment Provided : *(state if 'none given' / 'refused')* **/ Referred to : / Recommendations :**			

Full Name :		Involved as :	
Email / Tel :		Member No :	
Injury *(or illness)* :		**Property Damage** :	

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First Aid Treatment Provided : *(state if 'none given' / 'refused')* **/ Referred to : / Recommendations :**

Full Name :		Involved as :	
Email / Tel :		Member No :	
Injury *(or illness)* :		**Property Damage** :	
First Aid Treatment Provided : *(state if 'none given' / 'refused')* **/ Referred to : / Recommendations :**			

Witnesses *(please provide full details of all witnesses. Further details can be provided on a separate sheet if necessary)*

Full Name :		Involved as :	
Address :		Postcode :	
Email / Tel :		Member No :	

Full Name :		Involved as :	
Address :		Postcode :	
Email / Tel :		Member No :	

Additional Information *(please provide any further information that you feel may be useful if the incident needs to be investigated)*

Reported by :			
Print Name :		Signed :	
Position / Role :		Date :	
Member No. :		Email / Day Tel. :	

This form should be sent to British Cycling headquarters as soon as possible
but no later than within 3 days of the incident, by email to: incident@britishcycling.org.uk
or by post to: Legal & Insurance Officer, British Cycling, Stuart Street, Manchester M11 4DQ

We will use the personal information you are submitting to us in accordance with our Privacy Notice, which is available on our website at www.britishcycling.org.uk/privacynotice

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APPENDIX 2

FAQs

#	Question	Answer
1	When should I direct my group to ride single-file?	
2.	When should I direct my group to ride doubled-up, with riders riding in rows of side-by-side in pairs?	
3.	As Ride Leader do I need to always ride at the front?	
3.	I don't use a bike computer / I'm not comfortable relying on the computer for route guidance. Is it OK for me to lead and navigate the route from memory?	
4.	What should I do if I take a wrong turn or miss a turn when leading?	
5.	What if I can't keep up with members of my group?	
6.	How should I address conflict / bad behaviour from one or more people in my group?	
7.	Can I change the cafe stop?	
8.	Can I change the destination?	