

Club Cameras - User guidelines

- We use the Chilli Technology [Bullet Camera](#) which can be mounted on your helmet or on your bike. They can be set in video or photo modes.
- The club owns 10 cameras which are available for use on all club rides, and other rides involving club members
- The cameras are currently distributed amongst regular riders across the various club rides on a loan basis. If you want to borrow one please contact a member of the Committee

Intended Use of Cameras

- Cameras are for SCC members use only, intended primarily to assist with the safety of club members & other road users in the reporting of incidents
- Any incident that is recorded on the camera shouldn't to be used on Social Media
- We'll be recording how motorists are driving, and also how we are riding to give extra focus for our club riders to ride sensibly and by the rules too
- We can share general camera footage promoting the club, our rides and the areas we ride in. However please be mindful that some people may not want to appear in videos or photos, so just check everyone's ok with it.

Important note: Please be mindful of sharing images of other road users/bystanders in general footage. Their privacy is important as we are unable to approach them to gain permission to share their personal data (ie image or vehicle licence details)

- If anyone objects to appearing in a video or photo, it will be removed immediately without further discussion

Using the camera

Click below for the Online User Manual

https://drive.google.com/file/d/1qNSVI0qB-81d8O2UrnpQo_vlmnqVIK0f/view

Checklist:

1. Camera Charged?
2. Date/Time format set correctly? Make sure that you don't take the battery out once you have changed the date/time as it may reset it!
3. Waterproof end cap installed?
4. Camera secured correctly to bike?

SCC Camera Use V5 (CP 30/3/24)

5. Is the lens clean from dust & dirt
6. Any incidents need to be reported to the Police with 7 days

Report an accident or incident on the road

1 Report to incident to British Cycling within 3 days of the incident happening: <https://updates-britishcycling.org.uk/p/480K-K56/cycling-incident-report-form>

2 Report to a member of SCC Committee

3 Report to the police within 10 days of the incident happening as follows:

Checklist:

1. Do you have video footage of the incident?
2. Did the incident occur in the last 7 days?
3. If required, are you willing to provide a full statement?
4. If required, are you willing to attend court?
5. Are you able to upload video footage that includes 1 minute before and 1 minute after the incident?
6. Does the video footage clearly show the registration of the other vehicle involved?

How to Report an Incident recorded on a camera to the police

- 1) Download relevant files when getting home from the ride (easier to recall).
- 2) Crop down your files with various free software packages. As short as possible to help police save time - try 60 seconds before and after the incident.
- 3) Keep large file in case needed later.
- 4) Label the cropped files with registration plate of the vehicle, make, model and colour (handy to search and copy and paste when reporting).
- 5) *Optional* Enter the registration plate to check tax/registration using <https://vehicleenquiry.service.gov.uk/> This will show if the vehicle isn't taxed or doesn't have an up-to-date MOT – useful additional information for the police. If you don't get the full reg plate, you can try <https://partialnumberplate.co.uk> with a ? in the space of the unknown number.
- 6) Use Google Maps to find the road name and number to identify the incident location on your report to the police.
- 7) Reference the measures you're taking to keep you safe – e.g. wearing high viz, helmet and using day lights. (Police like to see you are making an effort).
- 8) Detail the offence using the terms of the breach – use words such as 'careless' or 'not due attention'. Also mention that as a cyclist you are a 'vulnerable road user'.
- 9) Briefly reference the conditions especially if poor.
- 10) Report the incident to West, South or North Yorkshire police (depending on where the incident occurred*) via the online portal NextBase.

<https://nextbase.co.uk/national-dash-cam-safety-portal/>

(*all England & Wales forces are represented on the map – just click on the relevant county)

Nextbase (Nationwide)	https://nextbase.co.uk/national-dash-cam-safety-portal/
West Yorks Police (Operation Snap)	https://www.saferroadsmediasubmissions.westyorkshire.police.uk/
North Yorks Police (Operation Spartan)	https://www.northyorkshire.police.uk/ro/report/rti/rti-beta-2.1/report-a-road-traffic-incident/

Report only one incident per incident form to the police – any more than one complicates things for them.

Club Camera Register

- Cameras are loaned from SCC and loans are based on a 1-month period.
- SCC maintain a register of members (names only) who are currently borrowing the cameras.
- If you are currently borrowing a camera and you are not attending club rides regularly please pass the camera back into the club for reallocation, or pass on to another club member and advise a member of the committee.
- If you would like to borrow a camera then please contact a member of the SCC Committee or arrange a swap with another club member and advise a member of the committee.
- By borrowing a club camera, members agree that their names will be kept on the club camera register.