

RESOURCES GROUP NOTE OF 18.05.16 MEETING

- Some points from previous meetings have been retained for info and/or future possible action
- A few developments/ thoughts subsequent to the meeting may be included
- See also notes of previous meeting for more on some of the points below

Present: Judy, Dave, Rosie, Iain **Apols:** Paul, Mies, David

Next meeting... June Tue 7 [or possibly Wed 8], 7pm at St Martins.

Google Calendar reminder... Spokes dates calendar by Martin <http://tinyurl.com/SpokesCalendar-v1>

A. MEETINGS WITH OTHER BODIES

- **NHS Lothian Active Travel Strategy (for staff)** – Spokes member, surgeon and prof of Physical Activity Chris Oliver is on the LHB Committee developing a staff physical activity strategy. He wants to meet Spokes members, also with the officer leading that Committee, Jo Gordon. **Judy and Iain** volunteered. Also Emma Crowther, Ed Uni travel coordinator interested. Ball in their court to suggest a date.

B. STALLS - Anyone who can help at stalls please contact Martyn or the person shown.

- **Farmers Market** dates - 11/6 [**EdFoC** – *see below*], 9/7, 13/8, 10/9, 8/10, 12/11, 10/12
- June 4/5 **Meadows Fest** – booked both days – more volunteers still needed. May share with Sustrans.
- June 13 **Spokes public meeting** – see below
- June 14 **WCCC conference** – Dave booked as individual delegate. Martin booked stall+delegate position Iain booked at student rate and will help Martin with stall
- June 15 **Bike Breakfast** - see below
- June 18 **Canal Festival** – booked
- NOTE: 4 stalls in rapid succession: June 11 F Mkt; 13 Pub Mtg; 14 WCCC conf; 15 B Breakfast. Will need careful liaison between **Martyn, Martin** and others involved in organising the events, to ensure adequate materials & transport at all 4 events!!
- Martyn needs more volunteers on his 'normal' list. Dave has sent full potential list from m'ship tick box, but Martyn problems fitting multi-person lists into his Outlook. **Mies/Lars** to advise.
- Stall helpers instruction sheet now finalised [*Later* – **Martyn**, send to **Dave** to put on website, so it is available as a link to pass on the link in emails]

C. STALL MATERIALS

- Several people have asked about our former **Map Buffs**. Paul keen for us to re-investigate. Decided to await new Edinburgh map before considering whether to order.
- **Shared Paths leaflet** reprinted by InstantPrint online, only £44 for 2000, quality good.
- New **Favourite Rides** booklet well received at stalls
- **Mudguard Stickers** running low – **Judy** investigating. Local printer £120/1000 or £200/2000 – this is roughly what we paid for previous stock 10 years or so ago. Much cheaper online “image printers.” Judy to discuss artwork with Tim. Possibilities – similar to current one, but replace road bike with current flat-handlebar bike or just with a spokes logo wheel (most people preferred a bike).

D. EDFOC [June 9-19] / BIKE WEEK

- Sat June 11 **Farmers Market stall**. Free 'Favourite Ride' booklet to everyone coming by bike
- Mon June 13 **Public Meeting** – Martin organising - see below
- Wed June 15 **Bike Breakfast** – Mies has confirmed with Council. Bike Coop doing prize draw. *Stalls* – **Martyn** to contact. *Speakers* – Cllr Lesley Hinds & Alison Johnstone MSP. Twitter hashtag #SpokesBB.
- Wed June 15 **Planning-related** ride organised by Planning Group (Martin, Chris, Euan). 6pm meeting at Haymarket. **Martin** also contacting Stuart Threlfall & Mike Lewis re running free leisure rides.

E. SPOKES PUBLIC MEETINGS [twitter hashtag #SpokesMtg]

- **Summer 2016 meeting, Mon 13 June** - **Martin** organising
 - Topic – *Cycling and Health* – to include both physical activity and pollution aspects
 - Speakers – Panel of 3...
 - politician - Cllr Cammy Day
 - campaigner - FOE Emilia Hanna
 - legal expert – Jodi Gordon, CycleLaw
 - medical expert - Prof Chris Oliver
 - chair for discussion session – Helen Zealley, Spokes member, former Director of Public Health in NHS Lothian, and involved in many environmental orgs
 - Meeting to be preceded by Spokes AGM (advertised to members by email) [Later – this may need to be postponed to autumn meeting].
 - Poster – David Gardiner unavailable this time - Dave has done poster – [article now on website](#) and circular sent to relevant organisations asking them to publicise it.
- **Autumn 2016** – Martin suggested provisional early booking for August, as they get booked up early. Most suitable week in relation to probable mailout date is week beginning 21 November. **Martin** booking 24 November provisionally at August. Possible topics...
 - *Policies of new govt* following Holyrood election?? - try for big speaker, new Transport Minister
 - *Cycling and Business* suggested by **David** – a lot of enthusiasm for this idea, with panel of 3 or 4 speakers talking about different aspects – local retail / tourism / big business support as in British Cycling 'Choose Cycling' network / Craigie's / new cafe on north Edinburgh network / job creation through local bike businesses / a relevant politician? - andrew burns? / etc, etc. One point is how to make it attractive enough to punters to attract a good audience.

F. COUNTS OF TRAFFIC & CYCLISTS

- Count held May 10th. Good results and good publicity resulting. [Article tweet](#)

G. SPOKES MAPS

- Peter/Tim/David working on updated version of existing **Edinburgh map**, expected late June. Will be on water and tear-resistant paper, priced £6.95.
- Grant of £2500 towards map obtained from Edinburgh Council, in exchange for which we promised an **employer initiative** to try and get it pinned up in workplaces. Minimum would be to write to Chamber of Commerce and Essential Edinburgh asking if they would circulate a special map offer to local companies, but we could do more. **David** [Monaghan] interested in taking lead on this project. Judy suggested getting some flat or rolled copies of the map, which we could deliver to any interested companies – **Dave** [dF] to contact Peter to suggest this. [Peter had said that the tear-proof paper cannot be laminated].
- Need to decide use of surplus **existing Ed maps**. Possibly offer to schools, as Tim did very successfully with surplus old Midlothian maps.
- Edinburgh edition on **new base map** (XYZ) to allow electronic version has been badly delayed and no likelihood of appearance any time soon.
- New **Glasgow edition** delayed since late 2014, but now being worked on by XYZ. Likely to be on tearproof paper. Electronic version already downloadable for smartphones.

H. SPOKES STATUS

- AGM in 2015 set up working group of Paul, Ian, Sandy, Dave [with power to coopt others] to progress Spokes becoming a SCIO <http://www.scvo.org.uk/setting-up-a-charity/decide-on-a-structure/scottish-charitable-incorporated-organisation/>
- Spokes objectives modifications to suit SCIO circulated to members, with no feedback except punctuation etc, so we can use these. Dave met SCVO for advice re modification of model SCIO constitution for the working group.
- There are 2 models: single tier (trustees only); 2-tier (members + trustees).
 - **2-tier** - most traditionally democratic, with a powerful members' AGM, and the model we had expected to go for. However, has disadvantages, with an organisation like ours of 1000+ members. Legal requirement to give out a list of names of all members on request by a member; databases must be updated within 28 days (we don't achieve that); have to keep all names/addresses for 6 years; members have certain legal duties – e.g. to ensure organisation sticks to its objectives; etc.

- **Single-tier** – structure more like many charities, e.g. Sustrans, with trustees and supporters (not members in the SCIO sense of that word) and more like we operate now. Trustees could include any of the people active in spokes, depending on how we drew up the constitution.
- In either case, the trustees still have some liability but much less than individuals actively involved have at present
- Resources had a clear preference for the single-tier model because of the above 2-tier disadvantages. **Dave** will report this to the working group & AGM.

J. ONLINE JOINING AND RENEWAL

- **Clair**, computing adviser at Ed Uni, hopes to do this. Further delay as the proposed software GroupSpaces now no longer has technical support (it is still operating for those who use it, but no updates or problem-solving available). Dave, Christine, Sarah to meet Clair once there is further progress.
- Meantime we will try to set up a paypal button on the site. **Stuart** looking into this.

K. MOTORIST AWARENESS CAMPAIGN – 'BIKE ALERT'

- There is a videos page on our website, with links to Bryce's videos – click the *videos* tab or go straight to www.spokes.org.uk/videos.
- David Gardiner of Laidback Bikes/ Vantage Creative produced A4-folded leaflet. Once finalised it will go in a spokes mailout to all orgs and members [approx 3000], plus further (see below).
- Meeting held at Martin's – only Martin, Bryce, Dave present.
 - Video content finalised – no change except lengthen time for some slides.
 - Leaflet content – minor changes inside; major change to back page, now being discussed by email. Final instructions will then be passed by **Dave** to David G to update the leaflet, but unlikely till after June as David G away and then priority working on Spokes Haymarket map signboard.
 - **Printing of leaflet/ official launch of video/leaflet – best time probably August**, once election, edfoc, etc over, and shortly before 6th former events begin.
 - 6th former sessions 2016 being coordinated by **Martin** working with Brian, Donald, Martyn. Preliminary contact with WestLife already. Also to investigate Mid and East Lothian councils. We could ask for more volunteers in a member email circular if useful. Also need to discuss format with Edinburgh – less good than W Lothian (Brian has written to them about this).
 - Other uses – driving schools, police rehab, etc, etc, to be discussed at a future Resources group when **Martin & Mies** both present. **Mies** interested in helping – to look up previous database
 - Need a lead-person for the launch event and for the distribution to other organisations as above.
- **Mies** informing Fyfe's of use of video so far and seeking any feedback on the leaflet & video.

L. SUPERMARKETS PROJECT

- Waiting till after June/EdFoC to progress this. Offer from Joe Taylor, who works for Cockburn, to get involved – invite him next time we discuss this? **Dave** to send his address to Iain.
- **Iain** circulated email with 2nd version of draft good practice guide. **Everyone** – please send comments to Iain (please also read the notes below). Once we are reasonably happy with the content we'll ask David Gardiner or Tim if they have time to do a professional layout.
- **Aim of the good practice guide ... to be used as follows ...**
 - to enable members to lobby their local shops/supermarket, as an individual on their own initiative.
 - to contact local regional managers of all supermarket chains, with the aim to find at least one willing to undertake an exemplary project covering all their stores – this would need one or more people within Resources Group (or other in Spokes) to take this on. The person could then potentially also work with locals from the above bullet point.
 - Note that this is an innovative project for which we could almost certainly get grant assistance if necessary if we decide to take it further in a ways that needs significant funding, as we did with the tenements project – e.g. Sestran or Cycling Scotland or SCSP cash (via Ed Council). This might be particularly helpful if any supermarket chain takes up the project and works with us, or if we organise local members lobbying their stores on a wide scale.
- **Report on our initial survey** is online at spokes.org.uk : documents : spokes projects : supermarkets or click here www.spokes.org.uk/documents/papers-documents/supermarkets-project.
- See previous minutes (15.3.16) for initial Good Practice Guide ideas, mostly now in Iain's draft.

M. SUMMER COMPETITION

- **Comp 2015 Favourite Ride** – booklet well received. Launch held on May 12 for those involved with Andrew Burns speaking. Went well and is now [on his blog](#).
- **Comp 2016** – theme is *Shopping by Bike*
 - Entries could be anything to do with the subject – e.g. how you shop by bike, or a good experience, or a bad one, or something about bike facilities at shops, ...
 - **Dave** has done draft entry form – to put on website soon.
 - Prizes as follows. Note: we need proof for all, on paper or by email.
 - Mies** – **Bike Coop** (waterproof panniers); Camera Obscura & WoI (2 fam tickets); Kalpna (luch for 2)
 - Rosie** – **Bike Trax** (voucher for £30); Filmhouse (2 tickets)
 - Judy** – **Sustrans**; **Craigie's Farm** (£30 hamper)
 - Iain** - **Laidback Bikes** (free tour place); **EdFoC** (free hire of Urban Arrow)
 - Dave** – **ScotRail** (return for 2 between any 2 Scottish stations)

N. NETHERLANDS CYCLE PLANNING TOUR

- **Iain** organising a group to go on a David Hembrow cycle planning tour (Assen & Groningen), Sept 13-15. Hopefully including some spokes and/or go-bike members plus ideally some councillors/officers. Martin reports that some Bristol campaigners may sign up.
- Costs fall rapidly as numbers on the tour increase (max 12).
- Article included in Bulletin and Iain publicising through Go-Bike & elsewhere
- Spokes to pay for A5 flyer to advertise the tour, prepared by Iain – very cheap if we use InstantPrint, as used for recent Shared Paths flyer. Send to all members in next mailout, also all councillors (Ed and Lothians) and officials at Scot Govt and council. **Dave** to order it from Instantprint.

P. POSSIBLE FUTURE RESEARCH PROJECTS

- Possible research projects [details in 6.11.13 notes] – census ideas; valuation of cyclist time; identification of traffic offences.

Q. SPOKES POSSIBLE DEVELOPMENTS

- **Improved accessibility for the website**, possibly a different front end like LCC. General feeling in support, but design is complex and might need professional design. Danger of losing existing links – many pages have cross-links, since Spokes information is more web-like than tree-like. Council and possibly others have links to some of our web pages. Currently much of the archive info should be findable using either the 'cloud' or the search box. Meeting of those interested to be held in summer, post EdFoC [NB – new member Adam Shepherd, Roseburn, wishes to be invited].
- **Group name for Resources** – all agreed to this idea from **Martin**, but would like its name to be, or to begin with, “Resources” not “Spokes-Resources.” Martin also to investigate if there is an easy way for group members to be reminded who is in the group when we are using a group email.

R. CURRENT TOPICS FLYER

- **Rosie** to try this experimentally for use at stalls – a flyer based on current main issues, probably summarised largely from top items on the website. Rosie will prepare this and print a small supply to try out at one or more future stalls.