

# RESOURCES GROUP NOTE OF 02.11.16 MEETING

- These notes may include any relevant developments subsequent to the meeting
- They also include some notes from earlier meetings, if still relevant

**Present:** Judy, Dave, Martin, Mies, Paul, Rosie    **Apols:** David [also Martyn away till Jan 3]

## Next meetings

- Thurs 1 Dec, provisional. No paperwork expected, so it could be in someone's house, else Spokes office.

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

## A. RELEVANT NON-SPOKES MATTERS

- n/a

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

- **Farmers Market** dates - 12/11, 10/12
- Nov 8 **Cycling Scotland conference, Perth** – spokes stall booked. **Ian M** to run stall, **Judy** contact Ian to arrange materials. **Dave** also going and has extra bulletins (current issue) to take.
- Nov 10 **Spokes Public Meeting** – see below

### Other possibles

- Dec 4 – Ed Uni 1-hour celebration of 1<sup>st</sup> in Scotland for Love to Ride comp. **Mies** to investigate stall.
- Various – Police/University 'safety awareness' *Be Bright Be Seen* events – **Martin** investigating whether to attend. See discussion in (G) below.

### STALLS FUTURE/ GENERAL

- **Mies** has taken over as main stall organiser, with Martyn away a lot including Oct 24-Jan 3. **Dave** to include in next all-member email a request for assistant stall organiser to work with Mies.
- **Stalls review meeting** – **Mies** to organise a stalls review meeting in January, including to discuss...
  - *purpose of stalls* and whether/how to prioritise
  - *content/ materials* for stalls
  - *Stall helpers instruction sheet* – Judy said useful to update to answer difficult common questions – e.g. complaints about cyclists on towpath [on that question (1) give them shared paths flyer (2) say we have been pressing council for bike facilities on parallel roads to encourage faster cyclists to go there].

## C. STALL & OFFICE MATERIALS

- **Mudguard Stickers** running low. Judy to order 1000 (£280) – probably 5 years supply. 2000 would cost £400. Online “image printers” cheaper but only print them in sheets, not individually. Some discussion of looking into reflective stickers, but decided we now need to go ahead rather than further investigation.
- **Spokes map on office wall** – **Goff** investigating methods of fixing without wall damage – we agreed simple fixing rather than framing.

## D. SPOKES PUBLIC MEETINGS [twitter hashtag #SpokesMtg]

- **Autumn 2016** – *Benefiting Business through Cycling, Thurs Nov 10, Augustine United.* **Martin** organising
  - **Poster & website article now online and here is the main Tweet.**
  - **Format** – usual 4 speakers (**Dave** to introduce) then panel QA. *Speakers...*
  - **Cllr Lesley Hinds** - including to talk on *Edinburgh/Lothians City Deal*
  - **Michael Johnstone**, Chamber of Commerce Vice-President
  - **Hannah Ward** co-proprietor of The Cycle Service bike shop
  - **David Monaghan** RBS Gogarburn BUG
  - **Chair for discussion session** – **Dr Caroline Brown**, asst professor at Heriot Watt, urban sustainability, is one of the main EdFoC organisers.

- **Organisers: Refreshments** – Judy; Stall – Rosie; Membership stall – Paul (Dave to prepare materials for Paul). Projection – Ian M; Notes – Mies.
- **Audience QA:** We will leave a form on seats for people to write examples they know of, or ideas, re linking cycling & business. Will also take the opportunity to find out about audience, how they heard of the meeting, etc. Martin to draft the form, Dave to print.
- **Spring 2017** – Council elections hustings. **Date of election** Thurs 4 May. Martin has contacted Augustine United probable dates April 6 or March 30 (Thursdays).

## E. SPOKES MAPS

- **Shop/ bulk sales** - Peter Hawkins has taken over from Ian Maxwell.
- Edinburgh edition on **new base map** (XYZ) to allow electronic version - no likelihood any time soon.
- New **Glasgow edition** was paid for by the council, 12500 copies, and is available free (on ordinary paper) at council events and Glasgow Bike Station (through their Better Way to Work project) – not in bike shops. Electronic version also downloadable for smartphones. Development of a paid-for printed water/tear-resistant version is currently on hold as Ian is very short of time.
- Longer term spokes maps future unclear as Ian very busy at work and Tim unsure about doing future maps. On the other hand, David Gardiner has come in and done a lot on the reverse of the new Edinburgh map. May be a meeting of the maps group to discuss – Dave to contact maps group.
- **Employer initiative** - Grant of £2500 towards map obtained from Edinburgh Council, in exchange for which we promised copies for the Council (for schools or employers) and that we would run an employer initiative. David liaising with Judith on this. 50 flat copies now delivered to Council (probably will to be pinned up in all schools); and employer bulk offer has just been included in a Council sustainability newsletter to employers, notifying of our bulk prices – orders to the maps@.. address, handled by Peter.
- **Surplus existing Ed maps** Approx 400-500 remaining copies – need to find a good use for them without jeopardising sales of the new map. Offer to schools for use in classes [now on website](#). Dave has tweeted the offer to all schools for which he has addresses (about 15 each primary & secondary). Mies is main organiser, with Martin helping delivery – but hope can mainly deliver c/o Council. If response too low (by 11 Nov), Mies will contact other schools by email and/or via council. Judy to get the maps to the office from store and from Tim. Already request for 20 (Bangholm) via David M (Judy to deliver??) and Mies has had first email request, for approx 20. Mies to keep a note of what recipients say they will be used for.

## F. SUMMER COMPETITION 2017

- Agreed Judy suggestion, **Simple cycling improvements** - simple improvements, by Council or others, at low cost, to improve existing everyday journeys and/or encourage more people to cycle.

## G. TRAFFIC COUNT

- Barbara organising for Tues 15 November.
- Chris Hill wanted to take up-to-date photos of the counters. Dave to contact Barbara/ Chris.

## H. MOTORIST AWARENESS CAMPAIGN – 'BIKE ALERT'

- **Video & leaflet** at [www.spokes.org.uk/videos](http://www.spokes.org.uk/videos). In total ~3000 leaflets used at schools events, 2000 in mailout; 5000 remaining.
- **6<sup>th</sup> former sessions 2016** coordinated by Martin working with others found from previous events and emails to people who had ticked speaking for spokes or helping at stalls.
  - **WL**, Aug 30-Sep 1; **EL/ML** (joint event) also Aug 30–Sep 1; Went well.
  - **Edinburgh**, Oct 3-6. Very successful with all 8 sessions covered, 300 or so students at each.
  - Pleased with number & quality of spokes members who volunteered – and interested in future activities.
- **Other uses** – driving schools, police rehab, etc, etc, being discussed by Martin & Mies. Mies looking out previous database of such addresses [but now rather old] and Martin to contact 2 or 3 such bodies to get a feeling for likely levels of interest/non-interest. We need to be wary of offering to provide speakers unless we can find a panel of a few potential speakers, e.g. from the above volunteers.
- **Official launch of video/leaflet?** – Martin and Mies had discussed, but decided now little value in a launch.
- Mies & Martin had visited Ian Fyfe & daughter, to explain use of the video & leaflet – much appreciated.
- Possible article about the Schools events/ Bike Alert project etc for website – Martin & Mies to do a draft.

## J. SAFETY GROUP

- **Martin** considering setting up a Safety group, now that a good number of Spokes members have been involved at the 6<sup>th</sup> former sessions and interested in some continuing involvement. Major aims would be to promote safer cycling in a positive way, not making cycling look dangerous, and trying to influence council, police, etc, to use similar approach. The group could also get involved with police / streets ahead initiatives, working with Resources on stall staffing and other overlapping matters.
- Ben Bate (Spokes presumed liability person), Donald Urquhart (Cycling UK) and Brenda Mitchell (Cycle Law Scotland + Roadshare Presumed Liability campaign), Bruce Whitehead (journalist and activist) interested in a group.
- **Martin** has emailed CEC Road Safety Team (Allan Hoad, Caroline Warhurst from Edinburgh Police's contact), Police Scotland (Edinburgh - Dominic Doyle who went to West Midlands to look at their Safe Passing initiative) and Living Streets (Stuart Hay) to talk about their activities and how we might work together. No replies yet.
- We discussed [Edinburgh Uni / police "Be Bright, Be Seen" events](#) – next ones are 3rd and 10th November. Unclear whether there will be stalls. Streets Ahead (CEC road safety project) are mentioned on event poster so assume they will be involved. Martin going for a look see. Also, unsure whether to take part – we agreed it is vital for cyclists to be aware of road dangers, but need to avoid suggesting cycling is particularly dangerous, and also need to tackle the source of the problem rather than just the victims. Martyn had done stalls last year and thought it worthwhile.
- Hi-Viz discussion ... it seems a common-sense precaution but evidence is remarkably thin [e.g. [West Midlands police blog](#)] so must not be promoted in a way that makes cyclists feel they will definitely be seen.
- *CEC Streets Ahead* - **Martin** trying to find out why we are not invited to participate in Streets Ahead planning meetings (Mies used to attend). Mies thinks similar meetings with outside representation may no longer happen at all because 2 key enthusiastic personnel left (Steven Murrell & ?police person).
- [later thought] Another possible project that could be considered by such a group would be Bill Neilson's suggested project – identification of traffic offences [Resources Gp notes of 6.11.13].

## K. 40TH ANNIVERSARY - 2017

- **Mies, Martin, Rosie, Martyn** to form a subgroup to develop & progress ideas. Anything involving a lot of work should only be done if to be seen by lots of people, to be worthwhile effort. Suggestions...
  - **Scottish Parliament reception** – suggested by Ian M. Would be great but could be a lot of organising, to get displays, invite relevant people, etc. Need to ask well in advance via a supportive MSP – Alison Johnstone MSP the obvious one now that Sarah Boyack is not there. **Martin** to discuss this with Ian.
  - Or **Council reception** – as for previous anniversary – 25<sup>th</sup>? 30<sup>th</sup>? Must ask well before, via councillor.
  - **Exhibition** as we had for ?25<sup>th</sup> anniversary, touring Edinburgh libraries and other public outlets. A lot of work, but seen by many people. Mies was involved in previous exhibition, with Euan Renton.
  - **Public meeting** celebrating the history. Could be one of our regular public meetings, or additional. Martin was involved in an anniversary meeting in Bristol, but a lot of work for relatively small number of people, 25ish. If we have an exhibition it could also be displayed at a public meeting.
  - **Minimal effort option** – Just have a pub evening, booking a pub room – possibly combine with AGM.
  - **Video documentary** of Spokes history/ achievements/ lessons – **Rosie** to investigate college/uni student project possibilities.

## L. SUPERMARKETS PROJECT

- Postponed meantime. Offer from Joe Taylor, who works for Cockburn, to get involved – invite him next time we discuss this? **Dave** to contact Iain re whether he would like to pass this on.
- **Iain** had circulated email with 2<sup>nd</sup> version of draft good practice guide some time ago. Once we are closer to being ready to use it and 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. Sustran 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](http://spokes.org.uk) : documents : spokes projects : supermarkets or click here [www.spokes.org.uk/documents/papers-documents/supermarkets-project](http://www.spokes.org.uk/documents/papers-documents/supermarkets-project).
- See minutes of 15.3.16 for initial Good Practice Guide ideas, mostly now in Iain's draft.
- Peter Hawkins had also done a supermarket survey as his Competition entry. [Now on our website](#).

*Discussion ended here at Nov 2 meeting.*

## M. AGM / MEMBER MEETING

- Postpone till 2017 due to amount of activity at present. Could be 30 mins before a public mtg, as before, or separate members' meeting, e.g. in a pub room, with business/discussion/, then general chat/ socialising.
- If there is a 40<sup>th</sup> anniversary public or members meeting, as above, an AGM could precede it.

## N. 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.
- There are 2 models: single tier (trustees only); 2-tier (members + trustees).
  - **2-tier** - most traditionally democratic, powerful members' AGM, and the model we had expected. However, has disadvantages, with an organisation like ours of 1000+ members. Legal requirement to give out names of all members on request by a member; databases must be updated within 28 days (we don't achieve that); must keep all names/addresses for 6 years; all 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 trustees do have some liability but much less than actively involved individuals have now
  - Resources had a clear preference for the single-tier model because of the above 2-tier disadvantages. **Dave** to try and edit the single-tier model constitution to tie in with our practice, and will report to the working group & AGM about the single-tier preference.

## P. 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. Dave, Christine, Sarah to meet Clair once there is further progress.
- Meantime we will try to set up a paypal button on the site. **Paul+Stuart** looking into this.

## Q. OTHER TOPICS TO REVISIT AS AND WHEN POSSIBLE

- **Traffic Count** – May and November
- **Current topics** flier for stalls
- **Possible research projects** [details in 6.11.13 notes] – census ideas; valuation of cyclist time; identification of traffic offences.
- **Improved website accessibility**, possibly different front end like LCC. All agreed, but might need a professional. Danger of losing existing links – many pages have cross-links, since Spokes info is more web-like than tree-like. + Council and others link to some of our web pages. Most info is findable via either the 'cloud' or search box. Mtg to be held to discuss [new member Adam Shepherd to be invited].