

# RESOURCES GROUP NOTE OF 14.01.19 MEETING

- These notes may include any relevant developments subsequent to the meeting
- If the notes are late, then details of events/developments that have passed may not be shown
- They also include notes from earlier meetings, if still relevant

**Present:** Dave, Paul, Michaela, Kate, Anne, Rosie, Martin **Apols:** David, Mies

**Next meeting(s)** NB Spokes dates calendar by Martin <http://tinyurl.com/SpokesCalendar-v1>

- Feb 13 Weds **Labelling meeting, 7pm** (not 7.30) at Spokes office  
... good turnout important, to be ready for the mailout.
- Feb 20 Weds **Resources Group**, 7.30, normal meeting (unless everything urgent covered on 13<sup>th</sup>)
- Feb 23 Sat **Spring mailout** – volunteers will be notified nearer the time

## A. ODDS & BODS

- **Edinburgh Bike Hire.** **Martin** to organise a meeting with them to discuss cooperation. 1. Possibility to promote/ include Spokes maps?? 2. Urge tie-up with City Car Club.
- Council workshop on plans for using **Smarter Choices govt grant 2019/20.** **Martin** to attend once date fixed. **Michaela** also can go if a Friday.
- **Abandoned Bikes** Judy received email from Judith Cowie (Council Smarter Choices officer) saying they should be reported to relevant Council Locality, and gave the email addresses below. **Martin** to check if this works, so we can publicise, in Spring Bulletin if possible. It will eventually appear on Council website. Locality boundaries are on the [Council online atlas](#).  
North West - northwest.locality@edinburgh.gov.uk  
North East - northeast.transport@edinburgh.gov.uk  
South East - southeast.locality@edinburgh.gov.uk  
South West - southwest.locality@edinburgh.gov.uk
- **JonahJonesMusic** – had contacted us to offer help. **Rosie/Michaela** to meet them. They want something that occupies a large group for a day (Jan 21!) rather than ongoing. **Path clearing** – Peter offers A71 footway clearing – if so, *insurance* must be clarified. [**Later** - Rosie's original email suggested some other paths to remove leaf mulch, which might have less potential insurance problems]. **Map publicity** – not ideal for a one-day splurge, but could be useful if/when a new map is launched.

## B. STALLS - **Kate** dealing with the following, with **Mies** backup

- **Farmers Market** – to fix 2019 dates (exclude June because canal and/or meadows fest)
- **2019 suggestion** – stall at Lothian Buses on Doors Open Day – Martin says huge number of families attend, and there are stalls, including two other bike-related, so thinks we'd be welcome.
- **Local-area festivals/events** – contact Spokes local groups & Localities to see if bike festivals etc planned
- **Hire EdFoC Urban Arrow e-cargobike** and use as a trial at one or two stalls – would also be a good talking point there – **Kate & Mies** to meet Kim Harding. If successful, might hire it regularly or consider buying a Spokes one.
- **Gazebo** - existing is beyond repair. However, awaiting cargo-bike trial, in case we need to ensure a new gazebo is suitable to fit in the cargo-bike.
- **Stall volunteers meeting** to be held
- **Stall equipment being investigated** tablecloths and stall containers
- **C2C maps** Agreed we could donate in exchange for a new supply of the maps, which we sell at £2.  
[**Later** – I have found emails between Judy and David Gray, one of the route promoters, and UTRP – Upper Tweed Railway Path project (which is part of the route). We donated then rather than buying the maps.  
**Dave** will copy the emails to Kate].

### C. OFFICE MATTERS – Anne now taken over from Judy.

- **Factsheets** – running very low on tenements and one of the family cycling f'sheets.
  - **Tenements** – this is first priority as in most demand at stalls. David Gardiner doing artwork, Kate has checked existing factsheet looking for updates/suggestions. Dave did suggested outline, referencing existing materials & suggestions from Goff/Judy/Martin. DG has done a very early draft – Dave to meet him to discuss main areas & layout of content – anyone else welcome (possibly Kate and Goff)
  - **Family cycling** – less urgent, so postpone till after tenements. May combine the 2 family factsheets.
  - **Why Ebike?** - Now printed, and also formed centre supplement of Bulletin 132.
- **Keys** - Mies obtaining new a set, now that Kate has the stall ones. Martin does not have keys – Dave to ask Sandy if could hand over his, as we think not currently used.
- **Viking deliveries** (boxes of envelopes etc) 3 times a year cannot now go to Judy. Anne or Mies possible. [forgot to discuss the following 2 items at 14.1.19 meeting]
- **Tea/coffee** – Someone needed to take over responsibility; Judy to ask Anne, Mies help or deputise
- **50<sup>th</sup> anniversary group photo** – At last everyone in the photo is identified. Dave has done a numbered chart and correspondingly numbered photo, which could be mounted in a second frame next to Bryce main photo and its frame. The chart and numbered photo both designed to be the width of A4 in landscape. Judy to investigate framing (and/or ask Anne). Dave to tweak the chart layout slightly before it is printed.

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

- **2019** – Weds 20 March **Climate, Transport & Cycling**. This is appropriate time as the Climate Bill will be in the Scottish Parliament at a useful stage. *Speakers...*
  - **Dave Gorman** [Head of Ed Uni Social Responsibility and Sustainability Dept) *A practical case - what Ed Uni is doing*
  - **Claudia Beamish MSP** [Co-convener of Scot Parliament cross-party group on cycling etc, and Labour spokesperson on Climate] - *Parliamentary perspective*
  - **Caroline Rance** [FOE Climate Bill campaigner] - *The Climate Bill and actions around it*
  - **Mike Elm** [2050 Climate Group board member] CTC - *the young persons' perspective*
  - **Elizabeth Bomberg** [Prof of Environmental Politics, Ed Uni]**Martin** looking into premises - Ed Uni if possible, also checking on technology, refreshments, etc, etc.
- **Mid June** probable **City Centre Transformation** [during EdFoC] This is a very good time for this topic as the report of detailed concrete Transformation proposals will go to May Transport Cttee, so this is an ideal time to discuss and influence the outcome [preliminary proposals will go to the Feb Cttee, but Daisy says June would be much better than March for our meeting]. Possibly include update from Glasgow? **Martin** contacting Daisy to organise date – also to liaise with Kim as this is during EdFoC.
- **Future ideas [next public mtg probably mid November]**
  - **Cycling as city transport** (title?) - speaker from Bike Share to say how it is going and get feedback; speaker from Council on their cargo-bike investigations/plans. Or possibly this could be incorporated in the Transformation meeting: discuss with Daisy nearer the time, what would be useful.
  - **Other Cities** – Manchester, Chris Boardman? More on Glasgow?
  - **Cycling & Health** (NB we had this topic in June 2016). New developments 1. Adrian Davis, new professor of transport & health at Napier (first in the world?) 2. Faculty of Public Health launches Scottish initiative on transport, with Transform Scotland.

### E. OTHER SPOKES EVENTS

- **EdFoC, June 6-16** Agreed to sponsor EdFoC as in last few years £500, in exchange for recognition in the programme and 900 copies of the programme for May mailout. Dave to liaise with Kim on this.
  - Call for events ... closing date to get in printed programme is Fri 15 March. [What we did in 2018](#). *Definite* – public meeting (above) & bike breakfast; *Possible* – family cycle ride, **Michaela** to investigate, possibly with Martin and/or Stuart &/or Sciennes ride organiser. *Other ideas?*
- **Bike Breakfast** – Kate to organise, with Mies backup. Council agreement & date need fixed soon.

## F. FINANCE ISSUES

- **Cargo-Bike project** Document outlining the conditions for our grants is on website.... [www.spokes.org.uk/documents/papers-documents/cargo-bikes](http://www.spokes.org.uk/documents/papers-documents/cargo-bikes).
  - So far, 4 grants allocated – see above link.
  - Food-sharing coop launch cargo bike (with Spokes logo) Jan 19. **Dave/Rosie** going (others welcome)
  - We need **a person**, ideally from Resources Group, to be in charge of this project, initially to respond to queries, and finally to ensure that grantees follow the rules, e.g. photo(s), logo on bike and a brief report. It is not a great burden as we are receiving less than one application a month. At present this is done informally by **Dave** and **Rosie** but having someone to deal with this would help a lot.
- **Spokes cash surplus, possible uses** (noting that we do not have to use it unless genuinely a worthwhile use of the *cash* and does not require *time* which would be more valuable in other/ existing uses)...
  - **Cargo-bike policy** - increase grant (would not use a great deal extra, on basis of applications so far)
  - **Maps** (H below) – a central element of Spokes, but Tim (and David L??) now retired. Should we put more cash in, perhaps to support a coordinator, in addition to the usual costs of artwork/printing?
  - **Other groups** - contact other voluntary groups such as Bikes for Refugees or Bike Stn, to see if they have ideas which are on hold due to lack of cash, and which we feel worth supporting
  - **Communications/publicity** developments
  - **Supermarkets** (L below) – offer a small sum towards a pilot bike parking project
  - **Website redesign** – **Rosie** to prepare draft proposal for Resources Group to comment, with a view to including in a circular to all members. Needs to be easily maintainable by Spokes and to preserve existing material and links (many documents have links to the site, as does Edinburgh Council).

## G. SPOKES LOCAL GROUPS

- **Spokes Local Groups** **Dave** has updated the draft page on this, based on Resources comments, now circulated for comment to PB & South Ed potential local groups.

## H. SPOKES MAPS [various Dave actions here postponed due to campaigning priorities]

- **Map Group** – meeting needed, especially in view of Midlothian map (below). Some sort of restructuring may be needed, with Tim (& David L?) retiring. David G may be interested in the artwork, but still need coordination for any new maps. See also F above.
- **Edinburgh** (2016) Future - big problems about what base map to use. Joe said Ed Uni social history map (MESH) may be an option – Joe contacted David Langworth of maps group. Also, former spokes member Nick McWilliam, OpenStreets specialist, keen to discuss if that can be used as base.
- **Midlothian** (2015) Now our oldest map, and only map on traditional paper. Are stocks running low in the maps store? Someone to check – **Anne?**
- **Glasgow 3rd edition** (2016) developed by Spokes & Go-Bike, 12500 copies paid for by council, free (on ordinary paper) from Glasgow Council, but now exhausted. Mies spoke to Glasgow Transport convenor, Cllr Anna Richardson, who would like new edition. Informal discussion held at public meeting – David Gardiner potentially interested in coordinating. Ian says the map side is held by XYZ who could easily update it, and David would do front side. **Ian** to draw up draft letter to Cllr Richardson suggesting meeting with her, David and anyone else relevant (+ someone from GoBike – Ian suggests Andy Preece)
- **Shops sales initiative** Paul had suggested we write to all bike shops not stocking it, with free sample map and order form. Maps group agreed. Also Dave had asked our mailout delivery volunteers to ask at shops when dropping in the envelopes – 2 or 3 shops stocked as a result of this.
- **Surplus old maps** Surplus in **map store** now largely distributed. Surplus in **office** – **Dave** to contact schools via council contacts (each council) and/or tweeting.
- **Maps history**. Now have archive copies at least one of all Edinburgh and Lothians maps. Martin scanned all covers. Ian and Tim producing documents on map history, **Dave** to add pictures then go to website.

## J. TRAFFIC COUNTS

- Next count mid-May, to be organised by Barbara as usual.
- Possible one-off Princes St/ George St count, to help in our comments on CCWEL and Transformation. Barbara happy to help organising volunteers and working on the details if/when Planning Gp goes ahead. Martin to initiate with Barbara if/when this goes ahead.

## K. COMPETITIONS

- **2017 'Low Cost Improvement'** Cllr Chas Booth motion instructs Edinburgh Council Locality officers to consider list – report expected at Feb 2019 Transport Cttee.
- **2019 ideas** [previous comps at [spokes.org.uk/documents/odds-and-ends-may-be-exciting/competitions](http://spokes.org.uk/documents/odds-and-ends-may-be-exciting/competitions)] Only agreed idea so far is below (suggested by Cllr Scott Arthur at our 2018 judging). If anyone else has suggestions, please email the group, as decision needed before our next meeting.
  - *How I was inspired to start using a bike – or how did I inspire someone else to start.* (Snappier title - *Cycling Inspiration!*)

## L. SHOPS / SUPERMARKETS PROJECT

- **Project documents** all 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). Email address [shopsproject@spokes.org.uk](mailto:shopsproject@spokes.org.uk) goes to **Michaela** and Dave.
- **Visiting local managers?**
  - Letter from new member Albert Cabellero with photos of wheel twisters at 2 supermarkets - **Michaela** has written to him re consider joint visit to managers.
  - Planning Group also interested in this topic and concerned over examples at Piershill and ??? Possible joint visit to managers – **Martin** to liaise with Planning Group and Michaela.
- **Contacting supermarkets at regional or wider level?**
  - Contact regional property and/or sustainability managers, with the factsheet, suggesting they undertake a regional initiative. Possibly offer a cash sum towards a joint pilot project on the condition that it is a pilot and will roll out across the region if successful. **Michaela?** Tesco have signed up to WWF climate/ sustainability initiative – **Dave** to try and get email address of their sustainability manager.

## M. MOTORIST AWARENESS CAMPAIGNS

- **Bike Alert Video & leaflet** at [www.spokes.org.uk/videos](http://www.spokes.org.uk/videos). Leaflet taken to driving schools etc, and supplied 15,000 to PC Dominic Doyle for the #OpClosePass Scotland rollout.
- **Young Driver events.** Good pool of helpers from past events; also useful interaction/ contacts with police, bus, tram staff. However, stall not productive – better just to hand out the leaflets and do a presentation.
  - 2018 Edinburgh problem - Martin had arranged speakers, but told on the morning that no Spokes speaking, only video. **Martin** to write to senior level in Council about reasoning.
- **Poor driving by East Lothian Buses** (and other buses recently taken over by Lothian Buses). Have the drivers been given the standard Lothian Buses cycle awareness training? **Martin** to contact them.

## N. 40TH ANNIVERSARY – 2017

 Twitter hashtag #Spokes40 Materials online [here](#).

- **Council reception photo** – Bryce has printed the 'school photo' of all those present, using long-life ink and paper, which we hope to frame and hang on office wall. Everyone on photo now identified. See [C] above re framing.
- **Spokes40 exhibition** – too old to offer around any more but **Mies** will respond to remaining requests, including Fountainbridge Library.

## P. MEMBERSHIP ISSUES

- **Self-completion pdf m'ship form** created by Clair, now experimentally on website on [membership page](#).
- **Privacy statement** now on website on membership page, following new European GDPR regulations.
- **GDPR statement** now on above pdf m'ship form and to be added next time paper form printed.
- **Clair**, our database computer person, hopes to set up full online membership. The intended software GroupSpaces no longer has technical support but Stuart has suggested new option, CiviCRM. Dave, Christine, Sarah to meet Clair once there is further progress.

## Q. SPOKES STATUS

- In David's absence, two issues briefly discussed 14.1.19...
  - **Objectives** – need to ensure they cover the wider aspect, of seeing cycling within an overall environmental, health, equalities etc context, not promoting cycling purely for its own sake. By email, Martin also wondered if the objectives still allowed us to use our sub-title of “the Lothian Cycle Campaign,” which we would want to do.
  - **1-tier or 2-tier SCIO** – agreed we should inform membership of choice of single-tier, and give the rationale for that, so that if there is disagreement it would be apparent now rather than once a draft constitution is drawn up. **Dave** to draft some wording and circulate around Resources Group [**Later** – email from David M suggests similar approach. So could **David** draft wording on this instead of Dave, and circulate to Resources for comment?]

### Background

- 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/>
- Resources Group decided **single-tier SCIO** is only realistic option – see minutes from 2016. Also the fact that Spokes exists to work towards its objectives rather than to represent a membership [though feedback, e.g. renewal forms, suggests members are very happy]. Single-tier structure is like many charities, e.g. Sustrans, with trustees and supporters (not members in the SCIO sense) and more like we operate now. Trustees can include people active in spokes, depending on how we drew up the constitution.
- David has discussed with EVOC – they say SCIO is good option for us, and that we could consider either single or dual-tier. They are happy to comment on a draft constitution.
- Objectives need reworded to satisfy SCIO/charity/OSCR requirements. Issues include ensuring we can still conduct political activity (*not* party-political); and that cycling is seen in an environmental/ transport context, not purely for its own sake. Can use charitable purposes of "advancement of citizenship or community involvement" and "advancement of environmental protection or improvement" both of which are used by FOE Scotland, Cycling Scotland etc. Linlithgow Trust SCIO uses the word 'lobbying' in theirs.
- 21.3.18 meeting of David, Paul, Judy, Dave discussed next steps. Proposed objectives rewording to members in 23.3.18 Spokesworker, asking for feedback from anyone with views on this. Only one response, mainly raising issues already discussed in detail. **David** to do draft constitution based on single-tier SCIO model document, and happy to be lead person through to completion, assuming this goes ahead.