

RESOURCES GROUP NOTE OF 20.02.19 MEETING

- These notes may include any relevant developments subsequent to the meeting
- They also include notes from earlier meetings, if still relevant
- To minimise reading time, I have tried making headings blue if there was significant discussion at the latest meeting. But still look out for your name in red! Black headings mean little change or discussion.

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

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

- March 6, 11 or 13 **Resources Group**, 7.30, normal meeting, at office (will be some paperwork)

A. ODDS & BODS

- **Edinburgh Bike Hire.** They have now contacted us asking for a meeting. **Martin** to organise, 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.
- **Chamber of Commerce magazine** offered us space, but paid for (quite costly) for issue on workplace transport – **Rosie** to reply saying only interested if no charge. Dave has circulated links with possible material if we do this if it goes ahead we will ask David M if interested in doing a first draft.
- **March 6 Ed Uni Chaplaincy public meeting**, 1615-1800, on **Climate** with some big Ed Uni speakers. **Mies** and **Dave** to leaflet people as they arrive, with the new bulletin and poster re our Mar 20 public mtg.

B. STALLS - **Kate** [Stalls spreadsheet](#)

- **Farmers Market** – April 27, May 25 (exclude June because canal and/or meadows fest)
- **Gillespie school early morning event** with important people attending (e.g. new Scotland Active Nation Commissioner, Lee Craigie). **Kate** to check we can have a stall, and if so **Mies** will staff it (plus one?).
- **Suggestion** – stall at Lothian Buses on Doors Open Day – **Martin** has written 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 to see if any events planned where a stall might be useful & Localities to see if bike festivals etc planned. **Dave** to send email addresses to Kate.
- **EdFoC Urban Arrow e-cargobike tested** by Mies & Kate – seems potentially good for (some) stalls. Hope now to trial it at one or two stalls – would also be a good talking point there. If successful, might hire one as & when needed. EdFoC one however may be in use for EdFoC at events we'd need it at. **Mies(?)** to ask Sustrans to consider buying a good e-cargobike for their cargo bike library.
- **Gazebo** - new one purchased
- **Tablecloth with Spokes logo** – meeting happy for it to be purchased by Kate, subject to Paul agreeing.
- **Spokes Stickers** – David Gardiner had provided contact for supplier of vehicle-standard stickers, e.g. which David used on the Hearty Squirrel cargo-bike. [David says *very sticky* so must be applied very carefully]. A supply of these may be useful. **Kate** to investigate. Contact details on spokes website, cargo-bike advice page. <http://www.spokes.org.uk/documents/advice/cargo-bikes/>
- **C2C maps** Agreed [previous mtg] we could donate in exchange for a new supply of maps we sell at £2.
- **Stall volunteers meeting** held – resulting ideas in file from Kate on Resources Group website page
 - Quizzes for stalls – send any ideas to kate

C. OFFICE MATTERS – **Anne**

- **Factsheets**
 - **Workplace Cycling** – Low on stocks. We can reprint existing, but **everyone** please read it for suggested updates. **David** should be able to edit – **Anne** to contact him. Will need to update its date.
 - **Tenements** – high priority as high demand at stalls. David Gardiner doing artwork, Kate checked existing factsheet for updates/suggestions. Dave did suggested outline, with suggestions from Goff/Judy/Martin. DG has done 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.

- **Keys** – Mies & Kate both now have keys. Martin does not have keys – **Dave** to ask Sandy if could hand over his, as we think not currently used.
- **40th anniversary group photo** – Dave has made numbered chart and corresponding numbered photo, to be mounted in a second frame next to Bryce main photo. The chart and numbered photo are both A4 width in landscape. **Anne** to investigate framing (and/or ask Judy). **Dave** to tweak the chart layout slightly before it is printed, and send it and other previous info to Anne. A framer recommended by Leo (Dave's son) for reasonable price and good quality is www.edinburgharts.com but Anne may have other framer knowledge.

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) *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*
 - **Alex Luetchford** [2050 Climate Group board member] CTC - *the young persons' perspective**Panel QA.- to introduce and chair the panel discussion, and sum up the meeting.*
 - **Elizabeth Bomberg** [Prof of Environmental Politics, Ed Uni]
Premises - Ed Uni. **Martin** checking on technology, refreshments, etc, etc. Also offering stalls to relevant groups, like we had last time in those premises. **All** – send further ideas to Martin.
- **June 13 (Thurs)** [during EdFoC] **City Centre Transformation** Speaker Daisy agreed. 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.
- **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.
 - 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; *Probable* – family cycle ride, **Michaela** is to organise and book with EdFoC. *Other ideas?*
- **Bike Breakfast**, Weds June 12– **Kate** organising, with Mies backup.

F. FINANCE ISSUES

- **Cargo-Bike project** [Spreadsheet](#)
 - Conditions for our grants - www.spokes.org.uk/documents/papers-documents/cargo-bikes.
 - So far, 4 grants allocated – see above links.
 - Food-sharing coop launch cargo bike (with Spokes logo) Jan 19. Dave/Rosie went. Photo on website.
 - **Rosie** has set up the above spreadsheet and will do basic follow-up/reminders to bodies receiving grants or applying, and ensure grantees follow the rules, e.g. photo(s), logo on bike and brief report.
- **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** fixing meeting with Stuart Threlfall (deals with our website hosting), then prepare draft proposal for Resources Group to comment, then in a circular to all members to possibly seek designer. 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, based on Resources comments, now circulated for comment to PB & South Ed potential local groups. Feedback awaited.

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

- **Maps status**
 - **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. Ian says map side is held by XYZ who could easily update it, and David the front. **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)
- **Map Group** – meeting essential, due to risk of maps stagnating, with Tim (& David L?) retiring. David G may be interested in artwork, but still need coordination for any new maps. **Dave** to email old maps group people then depending on outcome include request for new blood in a member circular. Possibility of giving some payment should be considered if necessary (see F above).
- **Attacat** – computing company volunteers offered to set up 'professional' map-sales site; free to us for first year then we have to pay software license £30 per month. Would do sales to shops/bulk as well as individuals. [Note that online map sales to individuals already available via EBC & Sustrans – direct links on Spokes maps page – but we don't pro-actively market bulk sales to businesses or even to bike shops]. **Rosie** to send holding reply – may be used if/when we are guaranteed to be producing new maps.
- **Shops sales initiative** Paul had suggested we write to all bike shops not stocking it, with free sample map and order form. Maps group had 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.

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 'Cycling Inspiration'** [previous comps at spokes.org.uk/documents/odds-and-ends-may-be-exciting/competitions]
 - *How I was inspired to start using a bike – or how did I inspire someone else to start.*

L. SHOPS / SUPERMARKETS PROJECT

- **Project documents** all at spokes.org.uk : documents : spokes projects : supermarkets or click here www.spokes.org.uk/documents/papers-documents/supermarkets-project. Email address 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. **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. 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.
 - 2019 – Midlothian scrapping their event due to council budget cuts
- **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.

P. MEMBERSHIP ISSUES

- **Self-completion pdf m'ship form** created by Clair, now experimentally on website on [membership page](#).
- **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** – must cover wider aspect of seeing cycling in an overall environmental, health, equalities etc context, not 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 to inform membership of choice of single-tier, and give the rationale, so if there is disagreement it would be apparent now rather than once a draft constitution is drawn up. **Dave** to circulate a draft around Resources Group [**Later** – David M email suggests similar approach. Could **David** draft wording on this instead of Dave, and circulate to Resources for comment?]

Background

- AGM 2015 set up working group of Paul, Ian, Sandy, Dave [with power to coopt others] to progress SCIO www.sevo.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.
- David met EVOC – they say we single or dual-tier OK. 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.