

RESOURCES GROUP NOTE OF 01.04.19 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: Kate, Anne, Rosie, Michaela, Dave **Apols:** Paul, Martin

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

- Apr 23 (Tue) *or* 24 (Weds) **Resources Group**, 7.30, normal meeting
- Jun 2 – **summer mailout** (later than usual to catch Council Transformation decision & to suit McDowell's) Also possibility of a members-only mini-mailout early May, mainly to distribute EdFoC programme.

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.
- May 14 **USA students** – contacted us to organise conducted ride of Edinburgh facilities. **Martin** organising.
- May 22 **FOE/Transition Edinburgh event on Pollution & Transport** – we were asked for someone to take part in breakout groups. **Rosie** going – anyone else interested can also go.
- June 12 – **Active Travel Conference 2019** This year in Edinburgh. Michaela has booked a stall at the conference. Dave & Martin also attending. **Michaela/Rosie** will look into having a rotating slide display.

B. STALLS - **Kate** [See stalls spreadsheet](#) for all forthcoming dates.

- **OOTB and Gillespies/BlackfordSafeRoutes stalls** both successful
- **Farmers Market** – April 27, May 25 (exclude June because canal and/or meadows fest)
- **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.
- **Tablecloth & banner with Spokes logo** – ordered by **Kate**.
- **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. **Mies** 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 – **Kate** to investigate. [*later* – a supply has been located in the office, so we don't need more at present!]
- **Open Streets events**, May 5/ June 2/ July 7. **Kate** investigating, particularly for the first one, to support the event as well as see how well it works for us. Council email address openstreets@edinburgh.gov.uk – also Judith Cowie??? Hoping to use a **cargo-bike** for this stall – apparently Sustrans has e-cargobikes which may be available.

C. OFFICE MATTERS – Anne

- **Keys** – Dave to ask Sandy if could hand over his for Martin, as we think not currently used.
- **Factsheets**
 - **Workplace Cycling** – Low on stocks. David to update its date and any other changes needed, then Dave to arrange printing.
 - **Tenements** – high priority as high demand at stalls. David Gardiner doing artwork - Dave will circulate 2nd draft once received. Also possible meeting to discuss, also inviting David + Goff.
 - **Family cycling** – less urgent, so postpone till after tenements. May combine the 2 family factsheets.
 - **School bike bus** – following the success of Blackford/JGPS bike bus, their organiser Ewen is to prepare online materials on how to do it. We may develop a leaflet/flyer summarising and referencing his materials, to have available at stalls. Michaela is contact with Ewen.
- **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 Mar **Climate, Transport, Cycling** - very successful, over 100. Dave did [Website report](#).
- **June 14 (Fri)** [during EdFoC] **City Centre Transformation** - 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. Main speaker Daisy agreed. [Later] Martin to contact Cllr Chas Booth to give *politician response* and we will also have a speaker to give either *Spokes response* [from Planning Group] or *Cyclist response* [possibly Henry Whaley or Andy Arthur].
- **Autumn meeting**
 - **New developments in cycling as city transport** (title?) - *Ideas...* 1. Richard Armitage (Spokes member & head of EU Cycle Logistics Federation) – Dave to reply to his email and put him in touch with Martin. 2. Speaker from Bike Share to say how it is going and get feedback. 3. speaker from Council on their cargo-bike investigations/plans. 4. CycleHoop, Edinburg bike storage contractor.
- **Future ideas**
 - **Cycling Champion role** – Manchester, Chris Boardman? Martin contacted, but no luck, too busy, though he hopes to come to Scotland some time.
 - **Local action** – invite local spokes groups and individuals [e.g as in [Spokes 133](#), page 7].
 - **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.
- **Public Meeting organiser** – Martin would like an understudy. Dave to put in next member circular.

E. OTHER SPOKES EVENTS

- **EdFoC, June 6-16** ... 3 Spokes events as below
 - 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 (but see Next Meetings on page 1).
 - **Insurance** – Events should also be registered for National Bike Week, which then provides free public liability insurance. Here -->www.cyclinguk.org/bikeweek/organise-event
 - 1 – public meeting – Martin - see above
 - 2 – Bike Breakfast – Kate – date changed from 12th to 11th, pending Judith Cowie confirm
 - 3 – Family Cycle Ride - Michaela & Martin

F. CARGO-BIKE PROJECT - [Spreadsheet](#)

- **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.
- Conditions for our grants - www.spokes.org.uk/documents/papers-documents/cargo-bikes.
- Food-sharing coop cargo bike – report received, now on website
- Andrew Thin trust £5000 donation to expand cargo bike project. Agreed to up our community groups grant and also try a discount for families purchasing a cargo bike. **Dave** to discuss details with **Paul** (who suggested the latter idea and is treasurer). Then will publicise revised system once operational.

G. OTHER FINANCE ISSUES

- **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 (but see F above)
 - **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** – **Martin** fixing meeting with Stuart Threlfall (deals with our website hosting) then Martin/Rosie prepare draft proposal for Resources Group. Needs to be easily maintainable by Spokes and preserve existing material and links (many documents link to the site, as does Ed Council).

H. SPOKES LOCAL GROUPS

- **Spokes Local Groups** Spokes Porty & South Ed Safe Cycling both happy with our groups document, so will count as spokes groups. Both have also sent minutes of recent meetings.

J. SPOKES MAPS

- **Map Group** – Risk of maps group stagnating, with Tim (& David L?) retiring. Dave outlined dilemma in Spokesworker, emailed to all members – 3 volunteers, **Dave** arranging meeting.
- **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. Roughly 300 copies left – enough for 2019?
 - **W Lothian** (2018) stocks ok
 - **E Lothian** (210) stocks ok
 - **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)
- **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 – links on Spokes maps page – but we don't pro-actively market bulk sales to businesses or even to bike shops]. **Rosie** has sent 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.

K. COMPETITIONS [previous comps at spokes.org.uk/documents/odds-and-ends-may-be-exciting/competitions]

- **2017 'Low Cost Improvement'** Cllr Chas Booth motion instructs Edinburgh Council Locality officers to consider list – report was at Feb 2019 Transport Cttee.
- **2019 'Cycling Inspiration'** *How I was inspired to start using a bike – or how did I inspire someone else.*
 - **Dave** has done draft entry form – comments welcome
 - **Prizes to collect, as below. Important notes ...**
 - prizes must be valid till end 2019, as judging not till September
 - Businesses will be publicised in 2 bulletins (before, as in B131, & after) and website article
 - It is **essential** to get written or email confirmation of prize
 - **Dave** – ScotRail, Laidback, EdFoC, Harts
 - **Rosie** – Grease Monkey, Filmhouse, Boardwalk
 - **Mies??** - Camera Obscura, Kalpna, Edinburgh Bicycle [**Dave** to contact Mies to check]
 - **Kate** – Milk cafe (Newhaven, on N Edcycleroute)
 - **Michaela** – Sustrans (ask Judy for relevant contact), Lantern Rouge cafe (Gifford)

L. TRAFFIC COUNTS

- Next count May 14, 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.

N. 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

- **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.

Q. SPOKES STATUS

- **Next step** – David had reflected on previous discussions and felt it better to draw up a draft constitution (single tier) and get it ok'd by EVOC (or SCVO?) as valid before contacting members further, as this will mean we avoid people querying whether or not it is valid. He is in the process of preparing the draft.
- **Objectives** – [discussed 14.1.19] must cover cycling in overall environmental, health, equalities context, etc, not cycling purely for its own sake, and that political activity still ok (not party-political). Objectives should allow us to use our sub-title, "Lothian Cycle Campaign." FOE Scotland, Cycling Scotland etc use charitable purposes of "advancement of citizenship or community involvement" and "advancement of environmental protection or improvement" . Linlithgow Trust SCIO even uses the word 'lobbying.'

Background

- AGM 2015 set up working group of Paul, Ian, Sandy, Dave [with power to coopt others] to progress SCIO 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.
- David met EVOC – they say single or dual-tier OK. They are happy to comment on a draft constitution.

M. POSSIBLE FUTURE PROJECTS

- Decided to drop Supermarket project meantime as too much on. [Details in notes March 2019]