

RESOURCES GROUP NOTE OF 23.04.19 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, Mies **Apols:** Paul, Martin, David

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

- May 13 (Mon) *or* 15 (Weds) **Resources Group**, 7.30, normal meeting
- Jun 2 – **summer mailout** (later than usual to catch Council Transformation decision & to suit McDowells)
- May 8 [provisional] – **special interim mailout** at Spokes office, 7pm. The above Bulletin mailout will be very close to EdFoC and our public mtg/bike breakfast, so we will have an interim mailout *to members only*; containing the EdFoC programme, the Spokes poster, and an explanatory A5 insert.
 - **Dave** – do labels; order envelopes & poster (delivery to Mies); do insert; initial email & chart of delivery people, also notifying them of the enveloping session
 - **Mies/Anne/Kate** – organise the mailout session on the evening itself (Dave away)
 - **Mies** – post envelopes for out-of-Edinburgh members
 - **Rosie** – deal with uncollected piles for delivery after the mailout.

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 and will also run a stall – **Mies** also going.
- 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.
- June 15 – Spokes in top 3 nominations for **Cycling UK volunteer group award.** **Michaela** to attend.

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

- *See also several stalls at events in A above*
- **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 has sent email addresses to Kate.
- **Tablecloth & banner with Spokes logo** – ordered by **Kate**.
- **Open Streets events**, May 5/ June 2/ July 7.
- Hoping to use a **cargo-bike** for Open Streets and other stalls, from Sustrans e-cargobikes library. **Mies**, **Kate** and several stall volunteers going on Sustrans training course.

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 has circulated 2nd draft for comment. General satisfaction, a few minor suggestions.
 - **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.
- **C2C maps** – stock has been found
- **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. Anne to organise framing. Dave to try to erase spurious '8' on numbered photo. 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. Decided to get new simple visually compatible frames rather than reuse Bryce ones.
- **Office/ stalls computer.** Anne to investigate getting an office portable PC, which could also be used at stalls for slide displays etc. To liaise with Rosie to ensure suitable for stalls. Possible advice from Shane.

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

- **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. 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 has 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, Edinburgh bike storage contractor.
- **Future ideas**
 - **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 has put in 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. Michaela/Kate/Martin to register their events.
 - 1 – public meeting, June 14 – Martin
 - 2 – Bike Breakfast, June 11 – Kate. Police & Lesley Macinnes confirmed. Andy Wightman awaited.
 - 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.
- **Rosie** to contact Bikes for Refugees on progress – ideally a photo for summer Bulletin, if cargo bike ready.
- Conditions for our grants - www.spokes.org.uk/documents/papers-documents/cargo-bikes.
- Andrew Thin trust £5000 donation to expand cargo bike project. Dave had discussed with Paul following last meeting. Agreed to up our community groups max grant to £1500 (£1000 Thin, £500 Spokes). Special deal for individuals tricky but will have a competition prize – see comp para below.
- **Spokes Stickers** – David Gardiner used vehicle-standard stickers on Hearty Squirrel cargo-bike. Supplier - Forrest Hepburn & McDonald, Nicolson Sq. [David says *very sticky* so apply very carefully]. A supply may be useful, **Mies** to investigate. Contact details also on spokes website, [cargo-bike advice page](#).

G. SPOKES MAPS

- **Map Group** – Dave arranged meeting of old and new volunteers. Katharine Taylor now to coordinate maps group. Next stages – Midlothian then Edinburgh & possibly Glasgow. **Mies** to email Katharine re her discussion with Cllr Anna Richardson about funding new Glasgow map.
- **Maps status**
 - **Edinburgh** (2016) Future - big problems about what base map to use. Also, former spokes member Nick McWilliam, OpenStreets specialist, keen to discuss if that can be used as base.
 - **Midlothian** (2015) Our oldest map, and only map on traditional paper. Enough copies left 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 M says best GoBike volunteer would be Andy Preece.
- **Attacat** – computing company volunteers offer to set up 'professional' map-sales site; free for first year then software license £30 per month. Would sell to shops/bulk as well as individuals. [NB: online map sales already available via EBC & Sustrans – links on Spokes maps page]. **Rosie** has sent holding reply.
- **Shops sales initiative** Paul had suggested we write to all bike shops not stocking it, with free sample map and order form. 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 which Dave has now put [on website](#).

H. 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
 - **Please arrange prizes by May 10 at latest, to get into Bulletin**
 - Agreed we will use £500 of the Thin cargo-bike cash as a cargo-bike voucher prize. Voucher will be non-transferable [i.e. used by the named prizewinner only], must be used in a local bike shop and we will transfer the cash to the shop not the individual.
 - **Anne** will store the prizes till September. **Blue**=Anne now has. **Green**=agreed, but not yet at Anne.
 - **Dave** – ScotRail, **Laidback**, EdFoC, Harts
 - **Rosie** – Grease Monkey, Filmhouse, Boardwalk
 - **Mies??** - **Camera Obscura**, Kalpna, **Edinburgh Bicycle**
 - **Kate** – **Milk cafe** (Newhaven, on N Edcycleroute)
 - **Michaela** – Sustrans (ask Judy for relevant contact), **Lantern Rouge cafe (Gifford)**

K. 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 above)
 - **Maps** (see above) – a central element of Spokes
 - **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** (see above) – 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).

L. SPOKES LOCAL GROUPS

- **Spokes Local Groups** Spokes Party & South Ed Safe Cycling both active and sent minutes.

M. 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.

R. POSSIBLE FUTURE PROJECTS

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