

RESOURCES GROUP NOTE OF 27.06.19 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: Anne, Rosie, Martin, Mies, Dave **Apols:** Paul, Michaela, David, Kate, Ellie

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

A. ODDS & BODS

- **Edinburgh Bike Hire.** Contacted us asking for a meeting. **Martin** tried to organise, but dates unsuitable pre-holiday 1. Possibility to promote/ include Spokes maps? 2. Urge tie-up with City Car Club.
- Spokes in top 3 nominations for **Cycling UK volunteer group award.** **Michaela** to attend.
- Nov 4/5 – **Cycling Scotland annual conference**, Murrayfield. **Rosie** has booked stall, individual registrations not yet open.

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

- *See also several stalls at events in A above*
- **Farmers Market** – Sep 29, Oct 26
- **Suggestion** – stall at Lothian Buses on Doors Open Day – **Martin** says huge number of families, and stalls included two bike-related. Kate emailed, no reply yet – they may organise things nearer Open Day (Sept)
- **Local-area festivals/events** – contact Spokes local groups to see if any events planned where a stall might be useful. Council Localities not doing bike festivals this year.
- 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.
- **Open Streets events**, Re-start 1st September or Oct 6 ?? [no council announcement yet]
- Other probable stalls...
 - Aug 8 - CEC cycle to work day, bike breakfast, 7-10
 - Aug 18 – Linlithgow Canal Fun Day, 12-4
 - Aug 31 – Linlithgow Active Travel Festival, 10-3
 - Nov 2 – Eco Fair at OOTB, Leith Walk
- **Tablecloth & banner with Spokes logo** – ordered by **Kate** - delivery problems. [*Later* – now arrived]

C. OFFICE MATTERS – **Anne**

- **Keys** – **Dave** asked Sandy if could hand over his for Martin, as now unused, but can't find them.
- **Factsheets**
 - **Tenements** – new version now at printer, looks good. Rosie to seek publicity for this.
 - **Workplace Cycling** – Low on stocks. **David** to update its date then **Dave** to arrange printing.
 - **What is Spokes** – **Dave** to re-order.
 - **Family cycling** – revise over the summer if poss. Combine the 2 family factsheets? **Everyone** – can you look at these and get ideas for combining them? Is an 8-page A5 leaflet sufficient to cover what we need? Our 2 existing f'sheets are at www.spokes.org.uk/documents/advice/commuting-with-kids
 - **School bike bus** – following the success of Blackford/JGPS bike bus, their organiser Ewen is to prepare online materials on how to do it. [*Later:* Cycling Scotland has prepared materials on this]
- **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.
- **Office/ stalls computer.** **Anne** to get office portable PC, to also use at stalls for slide displays etc. Saftware: Anti-virus, Windows Defender; Office software – Libre Office open-source (MS-compatible).

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

- **Public Meeting organiser** – Ellie has volunteered to share the work with Martin.
- **Autumn meeting**
 - **New Cycling Solutions for Edinburgh** as probable title.
 - Augustine booked for Fri 15 Nov.
 - Richard Armitage (Spokes member & head of EU Cycle Logistics Federation) has agreed to speak, can give an overview of opportunities and experience elsewhere - Dave put him in touch with Martin.
 - Other possible speakers (1) Bike Share to say how it is going and get feedback. (2) CycleHoop, the Edinburgh bike storage contractor. (3) speaker from Council on cargo-bike investigations/plans. Also a councillor on the panel if no councillor speaker (Claire Miller or Scott Arthur?). Need to remember gender balance on panel when fixing speakers.
- **Future ideas**
 - **Local action** – invite local spokes groups and individuals [e.g contacts as in [Spokes 133](#), page 7].
 - **Cycling in and to the more distant suburbs and the Lothians** [could tie in with the above]
 - **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** All went well, except attendance on Family Cycle Ride. Only 25% of those who had registered turned up, but another 2 families did! Cycling UK had similar experience with their bigger family ride, so it's not just us!

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.
- **Bikes for Refugees** have got their cargobike, but logo not yet on it – photo for autumn Bulletin? [Later: BfR tell Rosie they are having difficulty getting a sticker/transfer of the logo, but still trying]
- One further application received – **Green Team** – very professional application, granted.
- 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).
- **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]. Contact details also on spokes website, [cargo-bike advice page](#). We had not followed this up as decided no obvious need - but note Bikes for Refugees problem above.

G. MOTORIST AWARENESS CAMPAIGNS - **Martin**

- **Bike Alert Video & leaflet** at www.spokes.org.uk/videos. Police Scotland (Lothians?) requested more copies of the leaflet for #OpClosePass events.
- **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.
 - **Edinburgh** - Sep 30 to Oct 3 – Martin liaising with Council after unsatisfactory 2018 arrangements.
 - **Midlothian** - scrapping their event due to council budget cuts
 - **East Lothian** - Aug 28 – Mark James & Robert Simpson
 - **W Lothian** ??
- **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.

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

- **2019 'Cycling Inspiration'** *How I was inspired to start using a bike – or how did I inspire someone else.*
 - Article and entry form on website www.spokes.org.uk/2019/07/spokescomp-my-cycling-inspiration
 - **Prizes as below** -
 - 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 – **Anne**, can you check you now have all these?
 - Dave – ScotRail, Laidback, EdFoC, Harts
 - Rosie – Filmhouse, Boardwalk
 - Mies - Camera Obscura, Kalpna, Edinburgh Bicycle
 - Kate – Milk cafe (Newhaven, on N Edcycleroute)
 - Michaela – Sustrans, Lanterne Rouge cafe (Gifford)
 - **Getting entries** – As at 6 August, only 9 entries so far, including some not very prize-worthy. Most usually arrive late on, but important to encourage more. **Dave** will remind previous prize-winners. Also being tweeted and Rosie put on facebook. Can anyone do more?
 - **Dave** will put the entries together online as usual once comp closes on Aug 31.
 - **Judging meeting** – to be fixed fairly early in September, to get results in Autumn Bulletin.
 - **External judge** – to be decided/invited.

J. SPOKES MAPS

- **Map Group** – Katharine Taylor coordinating maps group. Next stages – Midlothian complete revision then Edinburgh & possibly Glasgow.
- Martin has set up a google group email, maps-spokes@spokes.org.uk for maps group.
- **Later:** maps group has started operating – current maps status below
 - **Lothians maps** – Tim has now passed over the files to our new technical person, Andy Follis. Tim no longer holds a copyright on the maps – in future they will be *copyright Spokes* only.
 - **Base maps** – All the maps comprise cycling facilities added onto a base map of streets etc. Andy is investigating which base maps to use in future – there are many factors to consider. Dave emailed all members who offered computing help and 3 or 4 with relevant skills have contacted Andy.
 - **Edinburgh map** (2016) We are running unexpectedly low (300 left?), and shouldn't run out of our premier map if possible. Decided to reprint existing, with any known updates, but not re-surveying.
 - **Midlothian** (2015) Our oldest map, and only map on traditional paper. Enough copies left for 2019. Andy converting Tim's files in parallel with start of surveying (Anne & Robert Simpson coordinating).
 - **W Lothian** (2018) stocks ok
 - **E Lothian** (2017) stocks ok
 - **Glasgow 3rd edition** (2016) developed by Spokes & Go-Bike, 12500 copies paid for by council, free from Glasgow Council, now exhausted. Ian says map side is held by XYZ who could easily update it, and David the front. Ian M says GoBike maps contact would be Andy Preece. Mies spoke to Glasgow Transport convenor, Cllr Anna Richardson, who would like new edition and might fund it.
- **Attacat** – computing company volunteers had offered 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** sent holding reply.
- **Shops sales initiative** We receive occasional bulk orders are not proactive on bulk map sales. We had considered writing to all bike shops not stocking it, with free sample map and order form. However, now on hold pending discussion at maps group. However, maps group does not have a sales/promotion volunteer at present. Dave had asked our mailout delivery volunteers to ask at shops when dropping in the envelopes – 2 or 3 shops stocked as a result.
- **Surplus old maps** Surplus in **map store** now largely distributed. Is there still a stock in the office?– If so we could 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](#).

K. SPOKES LOCAL GROUPS

- **Spokes Local Groups** Spokes Party & South Ed Safe Cycling both considering applying for Sustrans cash for local cycle route feasibility projects [Sustrans feasibility grants don't require match-funding].

L. TRAFFIC COUNTS

- May 14 count held, data now on website counts page. Roseburn group did A8 at same time. Next routine count November
- **Martin** Possible one-off Princes St/ George St count, to help our CCWEL and Transformation comments. Barbara happy to help organising volunteers and working on the details if/when Planning Gp goes ahead.

M. 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

N. 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.

P. 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.

Q. POSSIBLE FUTURE PROJECTS

- Decided to drop **Supermarket project** meantime as too much on. [Details in notes March 2019]
- **Website redesign** – also on back burner due to other activities. Needs easily maintainable by Spokes and preserve existing material & links (many documents link to the site, as does Ed Council).