

RESOURCES GROUP NOTE OF 04.03.20 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, Dave, Kate, Martin, Mies, Harry **Apols:** David, Ellie

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

- **Next Resources mtg:** Weds 18 March, 7.30

A. ODDS & BODS

- **Changeworks Climate project application.** Changeworks huge Lottery application to work with local communities to help Edinburgh meet its climate targets. We suggested project to assess sites visited by the public (e.g. NHS, Murrayfield, Zoo) to improve bike parking, access and 'How to Get Here' website pages. Hopefully consultants employed (by Changeworks) to do donkey work. **Kate** to help take this forward if application succeeds. Euan Renton lead person, having already done site access work in Planning Group. *Later:* Euan, Kate, Dave met Amanda Palmer of Changeworks to discuss the ideas. It is a long-term scheme; they are currently applying for cash for a one-year 'development' phase then will apply for the big 'implementation' phase. Another option for us is to apply separately to Climate Challenge Fund as we did successfully for the [tenements bike storage project](#) in 2010/11.
- **COP 26** Glasgow Nov 9-20, 2020. Around 30,000 people expected, Scotland's biggest ever conference. SCCS is encouraging/ coordinating activity around COP26 by Scottish environmental groups. Possibility of international visitors who could speak at a spokes public mtg on cycling development.
- **June 3 Annual Active Travel** conference. **Mies** will arrange a Spokes stall here. **Dave** send details to Mies to do the booking.

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

- **Farmers Market** – Kate has arranged dates, Apr 25, May 30, 9am-2pm.
- **Royal Infirmary** – Stall offered in RIE foyer alongside Ed Greenspace (Sarashka King - Sas). **Harry** will run the stall and **Mies** organise transport and liaise with Sas. *Later:* Postponed by RIE due to Covid-19.
- **Lothian Buses on Doors Open Day** – Kate is on their email list to be notified of 2020 event
- **Open Streets events**, They are problematic because of great deal of work including getting/storing the cargo bike and a long day, but **Kate** will look into it with Sustrans.
- **Neighbourhood Partnership local area events** – **Rosie** receives some notifications on Spokes email and will pass to Kate.
- **Balerno Farmers's Market.** **Anne** to investigate possibilities. Local members could be emailed to help.
- **Latest stall volunteer list** – **Dave** to send to Kate [will delay until latest renewals in database].

C. BIKE BREAKFAST

- **Kate** in touch with Judith Cowie at CEC to confirm date (June 9?), funding & other arrangements

D. OFFICE MATTERS – **Anne**

- **Factsheets**
 - **Family cycling** – Aim to combine the 2 family factsheets into an 8-page A5 leaflet like the tenements one. Hopefully David Gardiner can do artwork, as for tenements one. Dave requested volunteers in 7.8.19 circular; Donald Naylor volunteered. **Mies** had a first meeting with Donald (and Katherine Ivory?) There has been a hiatus since then, but **Anne** happy to help Mies. **Dave** to send Open Office version of the two factsheets to Anne/Mies. Pdf's of our two existing family cycling f'sheets are at www.spokes.org.uk/documents/advice/commuting-with-kids
 - **Cycling Inspiration** – based on 2019 comp – real life stories of different inspirations to start cycling or to cycle regularly e.g. for work. Printed in centre of Bulletin 135 and standalone copies now received.

D. SPOKES SHARED ONLINE STORAGE

- Important spokes files should in general be permanently stored on Spokes space (with passwords and permissions as appropriate - in case anyone with material on their home PC gets run over by a bus etc). Obviously people will tend to do current work on home PCs.
- New arrangements...

Storage location	Dropbox	Google Drive	Website
Type of content	Internal, confidential or not intended for outside access	General Spokes use; e.g. documents being developed	Public documents e.g. final versions of submissions
Intended main users	Relevant individuals only	Active members, particularly group members	Anyone
Main top level folders (initially)	Databases; maps; office	To be decided, possibly include: Graphics; Planning	Documents\submissions; Documents\advice

- Important to ensure storage is organised with clear structure - e.g. top level folders as above, then suitable carefully thought-out lower level folders.
- A **Dropbox** account is owned by an email account, and Rosie has set this up under Spokes@spokes.org.uk. Clair databases & office files now moved there. Maps files awaited. Same people as now given permission to access relevant folders. Rosie and Dave have password to access the entire spokes dropbox account.
- **Google drive** requires a google account – Martin has set up spokeslothian@gmail.com and is creating Planning and Graphics folders. Rosie and Martin to discuss how to structure it further. Currently much planning group material is on Martin's personal google drive, but not well structured. Rosie also to store spokes pictures here, intended primarily for access by anyone within spokes.
- **Website** – public-access documents already reasonably structured within the two folders in table above.

E. SPOKES PUBLIC MEETINGS [twitter hashtag #SpokesMtg] Organisers **Martin + Ellie**.

- **March 23 - Local Campaigning** - Augustine United venue
 - 7 speakers, each to have 5-10 mins, but keeping total below 1 hour.
 - Spokes Party – Kirsty Lewin [need extra time to show one of their videos, only 3 mins or so]
 - Spokes South Edinb - Stella Thomson
 - Spokes Planning Group – David French
 - Roseburn support group - Henry Whaley
 - Drem path campaign - Iain Monk
 - City Cycling Edinburgh, CCE online forum – Sara Dorman &/or Ewan Maclean
 - School Bike Buses – Dave found Diana Farrell (Corstorphine bike bus)
 - QA CHAIR – Spokes member Cllr Scott Arthur – hopeful will take back ideas to the Council.
 - Live Streaming still uncertain
 - Stall – **Kate** - Take extra Midlothian maps & publicise Midlothian map offer
 - Membership stall – **Dave** contact Kenny McDonald or Paul
 - Refreshments – **Martin** arranging with Judy
 - Publicity – Dave has done poster, tweeted and emailed organisations.
- **June 11 – Cross Boundary Cycleroutes**
 - Main speaker - Anna Herriman, SEStran [SEStran preparing new report on this]. Also to invite...
 - East Lothian – cycle officer Iain Reid
 - West Lothian – Cllr Kirsteen Sullivan (or her representative)
 - Midlothian – Michaela, as a local campaigner. *Later:* Martin may instead invite cycle officer so as to have better chance to influence the council.
 - Note CEC draft Mobility Plan which talks of segregated routes on all arterial roads into the city.
- **November meeting** – Provisionally **International Cycling comparisons** – see (A) COP26 above.
- **Future meetings**
 - **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.
 - **The Bike Trade, local and national.** Suggested by Graham Hart, who would like to speak. Also Mies suggested it could be expanded to include other types of local bike business e.g. bike station.
 - **Council developments.** When there is anything useful to be presented by Council, and discussed.
 - **Other ideas?**

F. TRAFFIC COUNTS

- Next count – May 12, Barbara organising as usual.
- **Martin** Possible one-off Princes St/ George St count, to help CCWEL and Transformation lobbying. Barbara happy to help organise volunteers and work on the details if/when Planning Gp goes ahead.

G. CARGO-BIKE PROJECT - [Spreadsheet](#) of applications and their progress [**Rosie**]

- Conditions for our grants - www.spokes.org.uk/documents/papers-documents/cargo-bikes.
- **Spokes Stickers** – If we need these, the firm recommended by David Gardiner is on our [cargo-bike page](#).
- **Green Team** – they have their cargo bike. We now have photo(s) with logo showing
- **Lothian Cycle Training** – Ali Grieve – commercial but major community/voluntary aspect: £1000 offered.
- **Family CargoBikes offer** – We have photos & (excellent) report from, so far, one of the applicants, Eddie Hawkins – Dave has tweeted it and Rosie FB, with positive reactions. Some grant cash left, so new offer to members now going out to members in [2.3.20 Spokesworker](#) – closing date for applications 10 April.
- **Rosie** has separate spreadsheets of the community groups and the spokes member offers.

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

- **2020 comp – My regular bicycle journey** [possibly with max number of words; or ask for all words & pics to fit one A4 page]. Entries could focus on route itself, or practical issues (clothes, gears etc) or emotional, or whatever – or any combination.
- **Prizes - Dave** to produce draft entry form to use when requesting prizes. Prizes to be sought...
 - **Dave** ScotRail; Harts (wk e-bike hire); EdFoC (day cargo-bike hire); Laidback (recumbent tour for 2)
 - **Mies** Bike Coop; Sustrans (5 pocket maps?); Camera Obscura (2 family tickets?); Kalpna; Boardwalk
 - **Kate** Filmhouse (ticket for2?); Cafe Milk
 - **Michaela** Lanterne Rouge [**Dave** to ask Michaela]
- **Future ideas**
 - **Cycling recipes** – [possibly with some sort of eating event] previous competition on this was 2006
 - **My campaigning success (or failure?)** - something the person has done with or without others; their experience, the outcome, lessons for others, etc, etc.

J. SPOKES MAPS email, maps-spokes@spokes.org.uk for maps group. Katharine Taylor coordinator.

- **Map Group** next stages – Midlothian complete revision and Edinburgh reprint. Also possibly Glasgow.
- **Edinburgh map** (2019 update) Updated reprint received, 2000 copies. Peter has taken original 2016 copies (only 100 or so?) to the store to use if the reprint runs out, else give to schools when 2021 map out
- **Edinburgh** (2021) A new volunteer (Edith) in the maps group has started work on the base map (?)
- **Midlothian** (2015) Software & surveying underway. Enjoyable & useful 15-strong meeting of ML volunteers & map group people held recently in Bilston. Volunteer found to help Andy with the big amount of Adobe Illustrator work.
- **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.
- **Shops sales initiative** We receive some bulk orders but are not proactive on sales and Maps group has no sales/promotion volunteer. Possibly write to all bike shops, with free sample map and order form?
- **Bulk sales** – Peter Hawkins does annual sales totals; **Dave** to circulate numbers. Recent major order of 350 maps (Ed & Lothians) by Changeworks; 40 by Mikes Bikes in Haddington (shows potential for sales in the Lothians).

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. MOTORIST AWARENESS CAMPAIGNS - Martin

- **Bike Alert Video & leaflet** at www.spokes.org.uk/videos. Police Scotland uses leaflet for #OpClosePass.
- **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 - Edinburgh Young Drivers** Sep/Oct – We did not attend in 2019 as emphasis wrong, but our Bike Alert leaflets and video were used. **Martin** to contact Council to ask for changes for 2020.
 - **Midlothian** – 2019 events held at 4 schools (other schools attending). Robert did these events.
 - **East Lothian - 2Moro's Driver** Mark James + Martin in 2019. Organiser Iain Reid keen to have more on walk/cycle next year. Robert & Mark happy to do it in 2020.
 - **W Lothian West Drive** 2019 - Police wanted Spokes but went ahead without us being told the date!
- **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 – **Kate** to give Martin the contact at LB.

M. SPOKES STATUS

- David has circulated a draft single-tier SCIO constitution; no comments received as yet from Resources Group members. David suggests contact potential trustees to ask if interested. **David** then arrange meeting with to discuss the draft constitution and agree next steps. **Dave** to contact potential trustees.
- **Possible trustees** – These suggestions are long-standing spokes members (they have not been contacted yet). Should we also ask other long-standing members to nominate themselves if interested? Constraints to be considered: total number of trustees; reasonable gender balance (should be specified in constitution?)
 - **David M** (initiator); **Paul** (treasurer); **Ian Maxwell** (extensive experience of Spokes & of charities); **David Somervell** (former Ed Uni Sustainability Manager; very involved in transition/climate issues; many contacts); **Kirsty Lewin** (Porty Spokes group initiator; former Sustrans UK trustee); **Katharine Taylor** (maps group coordinator; former senior Sustrans staff); **Anne Douglas** (office manager); **Planning Group person** (Martin? Sandy? Chris?); **Ewan Jeffrey** (Spokes longstanding bike/rail officer); a **politician?** (Chas Booth, Scott Arthur, Sarah Boyack; Maureen Child); **Lothians person?**
- **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 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 best option, with trustees and supporters (not 'members'). See minutes from 2016. Single-tier is more like we operate now. Spokes works towards its objectives rather than representing a membership [though feedback, e.g. renewal forms, suggests members are happy].

N. WEBSITE

- [Later] **Ellie** circulated her QA results. Now on website on Resources page.
- Existing website material could be accessed by redirecting addresses and/or possibility of having 2 linked sites serving different purposes/audiences.

P. POSSIBLE FUTURE PROJECTS

- **Supermarket project** – drop meantime as too much on. [Details in notes March 2019]
- **Online membership** - Software GroupSpaces no longer has technical support but possibly CiviCRM? Less urgency now as the self-completion online pdf membership form created by Clair is being well used.
- **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 - 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