Note of £eith Chooses Steering Group Meeting

Wednesday, 12 September 2018, 1500-16.30

Business Centre, McDonald Road Library.

Present

Cllr Rae	Elected Member (Chair)
Sally Millar	Leith Links Community Council
Douglas Tharby	Leith Harbour & Newhaven C. Council
Bruce Ryan	Voluntary Sector
Evelyn Kilmurry	North East Locality Manager
Caroline Lamond	Lifelong Learning Service Manager

Apologies

Cllr Booth	Elected Member
Cllr Donaldson	Elected Member
Cllr McNeese-Mechan	Elected Member
Cllr Munro	Elected Member
Cllr McVey	Elected Member
Don Giles	Leith Harbour & Newhaven CC
Debbie Muir	Voluntary Sector
Charlotte Encombe	Leith Central Community Council
Trishna Singh	Voluntary Sector Representative

Item		Action
1	**Welcome** Councillor Rae welcomed everyone to the first meeting of *£eith Chooses* Steering Group 2018-19.	
2	**Apologies** Apologies were noted as above.	
3	**Minutes 22 August** Tabled	
4	**Matters arising:** • SM reported that Leith Links CC agreed to continued use of ***£eith Chooses*** name after careful consideration. It must be made clear it is a different structure from last year.	

	• SM reported we can reuse the branding materials with the designer's consent. SM to seek written confirmation. BR may be able to support with software issues.
	• ***Make It Happen*** event. EK attended and reported on the positive environmental improvements.
	• ***PB Charter for Scotland*** DG & SM attended
	    ○ ***Webinar 20/09 1.30-2.30***
	    ○ ***Webinar 27/09 1.30-2.30***
	    ○ ***Members to sign up if available***
	
	DIY Skatepark
	Meeting with the organisers to discuss new site/land ownership set up. Estates & Planning colleagues to attend. EK to report back.
	
	Meanwhile Use
	Requested governance feedback on budget alignment and recruitment policy reported.
	The Group agreed the requested reallocation of funding.
	Staff T&Cs to be requested for scrutiny.
	
	Steering Group membership
	G Fyvie, B Ryan, D Tharby, C Encombe, D Muir, T Singh (or rep), S Hawkins, R Levick, D Giles, J Hein, S Millar
	
	Other notes of interest to be followed up.
	Sahelia, Young Saheliya, Shakti, Multi-Cultural Family Base to be invited to participate.
	
	Conversations about Equalities to be open; it was agreed that the Group could share the paper.
		SM
		
		All
		
		EK
		
		CL/Cllr R
		
		CL
		
		Cllr R

5	**Feedback/ Monitoring forms** SM & CL met. Redraft tabled. Amendments suggested. Once finalised, each group to be contacted and the form shared.	CL
6	Equalities Impact Assessment must be developed alongside the PB process development from the start.	All
7	**Next Steps** Consider: Engage in supermarkets, foodbanks NESTA conference on PB suggesting money distributed via PB increasing. SH recommending language translation. What languages would be useful?	

	NE Locality have some budget to support PB delivery as agreed at recent NE Locality Committee Meeting. LLCC can request £3K from Scottish Government to assist. CL tabled a model for consideration. Discussion followed on the model with positive feedback and some suggestions for further development. E.g. to introduce a "deliberative" element in between steps II & !!!. it was agreed that it would be useful to cross reference this suggested new approach against the feedback received on the previous process. Agreement required on a theme.	All
8	**Date of Next Meeting:** 19 September 2018 3pm [Weekly meetings required] **Future Meetings:** It was agreed that Steering Group meetings could go ahead with reduced council Officer input.	