



Note of Leith Chooses Steering Group Meeting

Wednesday 15 May 2019, 3-4:30pm

McDonald Road Library Business Hub

Present

Cllr Susan Rae (Chair)	Elected Member
Cllr Amy McNeese Mechan	Elected Member
Caroline Lamond	Lifelong Learning Service Manager
Don Giles	Leith Harbour & Newhaven C. Council
Douglas Tharby	Leith Harbour & Newhaven C. Council
Sally Millar	Leith Links Community Council

Item		Action
1	Welcome,	
2	Apologies Sabrina Tickle, Bruce Ryan	
3	Minutes of 8.5.19 Adopted	
4.	Matters Arising <i>Funding for 2018/19 grant winners</i> - this is moving forward albeit slowly. <i>COSLA Award</i> –Don had circulated some background info from previous years on this award. Several projects from Council can be put forward. There is no money involved in winning, just recognition. If Leith Chooses could win or get shortlisted, it would confer status on the project that would make it difficult for CEC to remove support/funding later. Susan and Caroline will progress the application (by 31 May). <i>Evaluation Survey Monkey</i> - The survey has now gone out and being shared around on social media. Someone had found a broken link, and notified Caroline, who had asked Bruce to fix it. <i>Steering Group Membership</i> – SR had drafted an email and CL has now sent it out to all projects groups, inviting new volunteers to join the LC Steering Group. Monty Roy has declined an invitation to join as she is currently over-extended, but has offered to help on specific issues/tasks, if approached. Amy suggested she might try to contact 'Gita'	SR, CL BR AM-M CL

	from the MILAN Board. <i>First meeting of new Neighbourhood Network</i> will be at 6pm on 30 May, venue to be confirmed. Cllrs Rae and McNeese Mechan were deeply disappointed - that is a difficult day as it is a Full Council Meeting day. SG members should attend if possible, to provide a strong PB presence. Sally will bring Feith Chooses pull-up banner. <i>CEC PB Working Group</i> (led by Michelle Mulvanney) has not met again yet. Representation on this group from Feith Chooses is strong as both Caroline and Evelyn are on it (along with reps from Finance, Procurement, Strategy & Insight). Agreed that SG will write to the Working Group to ask for a briefing note and update on its work, and an outline of its 'Terms of Reference'. Caroline will check the 'reporting lines' of the working group The new <i>Scottish Government 'Investing in Communities' Fund</i> was discussed again. Amy suggested EVOC or Volunteers Edinburgh as possible partners for Feith Chooses. Sally reported that numerous people/groups around Leith are conferring about applying for it. Some may go ahead, but many apparently don't feel they have the capacity to take it on, unless 'somebody else' leads and coordinates a coalition of groups / partners. Even if good at writing this kind of application, it needs to be certain that group#(s) have the capacity to deliver the project outcomes. Unclear currently what Feith Chooses might be applying for / proposing to offer or deliver. Deadline for applications is 14 June 2019	SM ALL SR CL
5.	Update on Reports back from groups that received LC grants 2018/2019 Caroline did not have exact breakdown on her, but reported that although some reports are in, the majority of groups have not yet reported on 2018/19 projects, (or need help in one way or another e.g. due to staff changes, need to retrieve paperwork, need an extension etc.). She is currently involved in dealing with these. Agreed this is really important, to demonstrate a robust PB process.	CL
6. Action:	Writing LC 'Manual' Further discussion re format and style. Agreed to set a deadline of next week, for some draft sections to be submitted. Don is working on a brief historical introduction. The sections on 'Applications' and 'Event' may be problematical as Caroline and Charlotte who were to lead on these, respectively, are otherwise tied up. Agreed that these sections would be picked up by members present, as necessary, The Event section is particularly important.	DG, DT, SM SR, SM, AM-M
10.	Date of next meeting - Wednesday 22 May 3pm, McDonald Road Library Business Hub as usual.	ALL