



Note of Leith Chooses Steering Group Meeting

Wednesday 28 May 2019, 3-4:30pm

McDonald Road Library Business Hub

Present

Cllr Susan Rae (Chair)
Caroline Lamond
Douglas Tharby
Sally Millar

Elected Member
Lifelong Learning Service Manager
Leith Harbour & Newhaven C. Council
Leith Links Community Council

Item		Action
1	Welcome. Meeting of 22 May was cancelled as so many apologies had been received.	
2	Apologies Sabrina Tickle, Bruce Ryan, George Fyvie, Don Giles	
3	Minutes of 15.5.19 Adopted	
4.	Matters Arising <i>Funding for 2018/19 grant winners</i> – continues to move forward slowly. The two outstanding groups have now submitted appropriate paperwork, so will progress towards payment. <i>COSLA Award</i> –An application to be considered for this award will not now go forward due to pressure of work on Susan and Caroline. <i>Evaluation Survey Monkey</i> - The survey is funded until end of June, and the group agreed that was long enough, and it should close then regardless of the number of respondents. SM will contact Bruce and ask him to put together a report on the responses received, as soon as he can manage it after end of June. <i>Steering Group Membership</i> – SR had approached Jack Caldwell about joining the group but he is over-extended and trying to cut back, but agreed to attend meetings on an occasional basis. Amy had previously suggested she might try to contact 'Gita' from the MILAN Board.	SM, BR AM-M

	<i>First meeting of new Neighbourhood Network</i> will be at 6pm on 30 May, at Leith Community Centre. SR emphasized it is Council policy for the group to choose a Convener from the community, rather than CEC (Councillor or officer) automatically taking the lead. <i>CEC PB Working Group</i> (led by Michelle Mulvanney) will next meet Wednesday 5th June (same time as this meeting). SR 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 and report on the 'reporting lines' of the working group The new <i>Scottish Government 'Investing in Communities' Fund</i> is under discussion by several groups in Leith. The Leith Assembly on 1st June may be an opportunity to find out what potential partnerships and bids are in development and/ or to discuss ideas. Deadline for applications is 14 June 2019	SR CL
5.	Update on Reports back from groups that received LC grants 2018/2019 Caroline has updated on reports on 2018/19 projects that are in, and others that are not, or are problematical. There is no alternative other than for her to keep 'plugging away' at reminding people, supporting them to get their report done, etc. Agreed again that as PB goes forward, a robust reporting procedure is really important. PB process has to be transparent and above criticism. Happily, the Council is AT LAST recruiting for what was Loraine's post (now a Grade 7 Lifelong Learning post) which has been vacant / postholder absent for over a year. This will be offered first to people on the redeployment list. Caroline & Evelyn currently engaged on making the business case for the post & job description, which will include not only PB but also supporting the new Neighbourhood Network.	CL
6. Action:	Writing LC 'Manual' Douglas and Sally have submitted/ circulated first drafts. Don is working on a brief historical introduction and will ask Loraine Duckworth to check it before submitting it. Caroline is intending to do 'her' section' when she gets a chance. Susan will pick up and work on a 'media strategy' section based on Debbie and Douglas's notes, Sally will pick up the 'Event' section from Charlotte / Susan.	DG, CL SR, SM
10.	Date of next meeting - Wednesday 5th June, at 2pm (NOTE EARLY TIME – to get 'chat' covered and to get finished earlier.	ALL