



Note of Leith Chooses Steering Group Meeting
Wednesday 31 July 2019, 3-5pm
McDonald Road Library Business Hub

Present

Susan Rae	Elected Representative
Caroline Lamond	Lifelong Learning Service Manager
Don Giles	Leith Harbour & Newhaven C. Council
Douglas Tharby	Leith Harbour & Newhaven C. Council
Bruce Ryan	Voluntary Sector

Item		Action
1	Welcome & Apologies from Sally Millar, Trishna Singh	
2	Minutes & Matters Arising Last meeting's minutes were not formally approved, but no-one raised any issues with them	
3	Eligibility requirements It was noted that Trishna is happy with the Booster text. The following changes to the document were agreed, with Bruce and Susan to implement them asap after the meeting. - Remove italicization except where it is strictly necessary - Because Q13 asks whether organisations can attend the voting event, there is an implication that is not strictly necessary. Hence remove this question, and add the necessity of attendance to the preamble on page 1. - Reorder the 'other eligibility' questions so that 'not funding routine maintenance etc' is first, 'not being publically funded' is second, and 'not supporting party political, etc' is third. - Sort the document's 'voices', so that the eligibility questions (pp1-2) speak to LC organisers who will check applications, but the Booster section (pp3-4) speak to applicants. (There was a mixture in the previous version.) - Make the Booster section flow: (1) what is the Booster? (2) In general, how can organisations get these votes? (3) detailed criteria. - Include the 'fairness/equity' cartoon so applicants can see what we mean by fairness. - The points after 'AND' in item 2 of the scale should also apply to item 1. - Make the document (especially item 2) unambiguous by simplifying the sentences. - Ensure the document still fits on 4 pages.	BR, SR
4.	Online voting Caroline will see a demonstration of Consul On Thursday 1 August	CL

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4.	Launch event Caroline has requested the café for Tuesday 1 October – no confirmation yet received.	CL
5.	Schools Caroline to send a ‘hold the date’ email to schools in LC’s area. It was agreed to include schools whose pupils may not live within the LC area, because of the ‘live, work, volunteer, study’ criterion.	CL
6.	Resources Caroline will update Evelyn about progress on 1 August 2019. She noted that operating funding (buying advertising etc) is not yet definitely sourced, but the £44,000 for disbursement is secured.	CL
7.	Trams PB funds See latest trams newsletter , which states <u>Community Fund</u> • <i>A fund of £25,000 from the Council and at least £45,000 from the contractors to support local arts groups, community groups, artists and festivals</i> • <i>It is expected that some of this money will be distributed via a participatory budgeting model, similar to Leith Chooses, giving the community decision making power over how the fund will be spent.</i> It was recalled that Caroline had been unable to meet with the Trams Team, and that LC had previously chosen not to be involved with this.	none
8.	Leith Neighbourhood Network meeting (Wednesday 4 September) It was agreed that LC will have a slot at this meeting to advertise this year’s work, and possibly show the film from last year.	????
9.	Other documentation • Bruce to begin work on this year’s application form, checking his first draft with Douglas on Monday, then circulating to other core SG members. • Bruce to circulate Word versions of the PDFs previously circulated by Caroline, so people can begin updating these.	BR
10.	Date of next meeting - Wednesday 7 August, at 3pm	ALL