



**Note of £eith Chooses Steering Group Meeting
Wednesday 14 August, 3-5pm
McDonald Road Library Business Hub**

Present

Don Giles	Leith Harbour & Newhaven Community Council
Douglas Tharby	Leith Harbour & Newhaven Community Council
Sally Miller	Leith Links Community Council
Evelyn Kilmurry	Edinburgh Council
Bruce Ryan	Voluntary Sector

Item		Action
1.	Welcome & Apologies (Trishna Singh, Caroline Lamond, Susan Rae)	
2.	Minutes & Matters Arising - Last week's minutes had not been previously circulated by email. - Hard copies brought by Evelyn Kilmurry had the wrong date but were otherwise correct. - BR has not yet contacted the Trams team about their potential PB scheme.	- EK to amend and circulate - BR
3.	Branding - In all documents, the £EITHCHOOSES logo is to be used. - However, within text, our name is to set out as £eith Chooses that is, with a £ instead of the initial L, and with a space between £eith and Chooses.	All, but mainly BR
4.	Eligibility requirements - pp 1-2 (eligibility questions) were initially accepted apart from cosmetic changes (font irregularities) - It was later realised that if the description of the theme in the application form is to change, these changes need to be replicated in the eligibility requirements - pp 3-4 (booster criteria) were felt to be difficult to understand.	- BR to make cosmetic changes - BR to implement this, using text supplied by SM - SM to redraft pp 3-4 asap, - BR to lay out this redraft
5.	Application form - Some cosmetic changes needed. 'fighting hunger and/or loneliness' to be treated as one theme	- BR - BR, using text supplied by SM
6.	Guidance notes SM's changes to be taken in	BR
7.	All documentation All footers to include version numbers, wherever possible	BR

Item		Action
8.	Timeline • 'payment by CEC' line to be added • There was discussion of whether to add 'decision on Consol/online voting', to put projects online. However, it will be easy to put them on the LC website. (BR can show steering group members how to do this when needed.)	• BR
9.	Online voting workshop DT to attend this (29 August at the city chambers)	DT
10.	Separate competition for schools It was recalled that a separate competition/voting room for school projects had been suggested because • This could be a separate online vote (although currently online voting is not guaranteed). • Because schools have very large numbers of potential voters, they are likely to 'drown' smaller but potentially more worthy projects. There was strong recollection that this happened in many previous editions of £eith Chooses/£eith Decides. There was concern that hard evidence of school projects 'drowning' others is needed, but that such evidence may be hard to obtain after the Leith Neighbourhood partnership website had been archived.	EK to retrieve data on which projects won in each previous edition
11.	Operation funding It was recalled that in 2018-2019, £eith Chooses cost around £5000 for design, advertising, promotion, refreshments. £3000 was from other sources; £2000 from CEC. The other sources are not available this year, and CEC money is very tight.	• EK to look into potential CEC sources of operational funding • SM to advise EK (and steering group?) of actual 2018-2019 costs
12.	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. SM is not available on this date.	Not SM
13.	Date of next meeting - Wednesday 21 August, at 3pm	ALL