



Note of Leith Chooses Steering Group Meeting
Wednesday 28 August, 3-5pm
McDonald Road Library Business Hub

Present

Douglas Tharby
 Cllr Susan Rae
 Caroline Lamond

Leith Harbour & Newhaven Community Council
 City of Edinburgh Council
 City of Edinburgh Council

Item		Action
1.	Welcome & Apologies (Sabrina Tickle, Cllr Amy McNeese-Mechan, Don Giles, Sally Millar, Bruce Ryan)	
2.	Minutes & Matters Arising - Accepted - Schools evidence to be completed - Operational funding	- None - EK - EK
3.	Eligibility requirements Print	CL
4.	Application form and guidance notes Print	CL
5.	Leith Chooses Booklet Cllr R wishes to progress draft booklet 'Ladybird- How to do PB' and present to a forum for checking. Suggestion to have the launch at the Leith Chooses voting day or the 'Awards presentation' evening. There is a small amount of CEC funding towards printing costs.	All
6.	Timeline Checked and CL noted her actions.	
7.	Risk register Checked and actions discussed	
8.	Leith Neighbourhood Network An informal 'pre-launch' will be presented and any questions to be noted and cross-referenced to eligibility criteria/ guidance notes.	All
9.	Date of next meeting - Wednesday 4 September, at 3pm	ALL