



Note of Leith Chooses Steering Group Meeting
Wednesday 9 October, 3-5pm
McDonald Road Library Business Hub

Present

Cllr Susan Rae	City of Edinburgh Council Elected Member
Caroline Lamond	City of Edinburgh Council officer
Douglas Tharby	Leith Harbour & Newhaven Community Council
Don Giles	Leith Harbour & Newhaven Community Council
Sally Millar	Leith Links Community Council
Bruce Ryan	Several community councils and Edinburgh Napier University

Item		Action
1.	Welcome Apologies (Sabrina Tickle, Cllr Amy McNeese-Mechan)	
2.	Minutes & matters arising <i>Action: Sally to update draft minutes with mention of the trams issue etc.</i> <i>Action: Evelyn and Caroline to complete gathering schools data</i> - It was reiterated that needy sections of the community will benefit from LeithChooses. <i>Action: none</i> - Caroline has £2000 to complete the <i>Ladybird book of LeithChooses</i> <i>Action: Caroline and Evelyn to continue for look for operational funding.</i>	SM EK, CL none CL, EK
3.	Trams - Susan, her assistant and Don have tried many times to contact Rob Leech (Rory's boss). - No replies so far, apart from R Leech asking what Susan wants to talk about. - Caroline confirmed that LC is only funded by CEC community funding. She recalled LC's 'no thank you to trams money' earlier. - Sally stated that M Cunningham had been told about £20,000 possibly being available from the trams project that could go into arts and cultures. <i>Action: Susan to contact R Leech, D Wraight to get clarification asap.</i>	SR
4.	Application forms and guidance notes <i>Action: some to be put in community centre</i>	SM
5.	Voting event <i>Action Susan to get Greens to volunteer to help at the voting event.</i> <i>Action, Susan, Douglas, Jennifer Marlborough and Sally to try to recruit volunteers at the volunteer fayre</i> There was discussion of how to help 'special-needs' voters. - Opening early or staying open later only for such voters won't work because they won't necessarily arrive early or late. - So using the Kinnaird Hall or the café for such voters to register and/or vote was discussed. - Using the small room where the small projects ballot in 2018 was rejected, so that only people going to the crèche use that corridor. - There was discussion of how to comply with maximum permitted numbers rules.	SR SR, DT, JM, SM

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	○ Using chairs as a physical barrier might be counter-productive. ○ Using tape and/or highly visible ropes as guides was discussed. ● There was discussion of how to count voters in (and out) of the event. The idea of a volunteer briefing event was discussed: ● It should be the week before.	
6.	Communications ● Sally recently met with David McNaughton (DM). He stated that CEC took a long time to pay him, and hence he is not keep to work for them again. ○ There was discussion of how he can be paid on time in future. ○ <i>Action: Caroline to check why this arose, and how this can be done using CEC's processes.</i> ● <i>Action: DM to produce an A4 poster with minimal changes from last year's design.</i> ○ Sally to ensure this is paid from Leith Links CC. ● It was noted that the lamp-post wraps are the most important part of the comms process. ○ <i>Action: Sally and Bruce (and Susan) to amplify Tweets and Facebook.</i> ● <i>Action: Sally to respond to requests from journalists.</i>	CL DM SM SM, BR, SR SM
7.	Reports from 2018 winners Caroline is carrying on with obtaining reports from 2018 winners. She noted that: ● CEC has no actual sanction against non-reporters. ● Also, CEC would look bad if seen to persecute poorly-financed community groups. ● <i>Action: Caroline to send further emails requesting updates from those who have not yet reported.</i>	CL
8.	Support sessions The possibility of adding other support session was discussed. Ways to offer other support for organisations who cannot make the arranged sessions were discussed, including asking them to request such support long before the close of application.	SM
9.	Diversity <i>Action: Sally is continuing to follow up work with Mzan Rahman</i>	SM
10.	AOB <i>Action: Caroline to arrange a date for Allan to brief us about YouthTalk (preferably 6 Nov)</i>	CL
11.	Date of next meeting - Wednesday 16 October, at 3pm	ALL