

10am, Thursday 15 December 2016

## Establishment of Craigmillar Community Council

<b>Item number</b>	8.3
<b>Report number</b>	
<b>Executive/routine</b>	Executive
<b>Wards</b>	Ward 17 – Portobello Craigmillar

### Executive summary

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This report provides the Council with an update on the submission of a petition by over 20 electors requesting that a community council be established in Craigmillar and seeks approval for the process and timetable to deliver this.

### Links

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<b>Coalition pledges</b>	<a href="#">P33</a>
<b>Council Priorities</b>	<a href="#">CP4</a>
<b>Single Outcome Agreement</b>	<a href="#">SO4</a>

## Establishment of Craigmillar Community Council

### Recommendations

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It is recommended that the Council:

- 1.1 approves the process of combined online, postal and polling place voting, should a poll be required;
- 1.2 approves the timetable for the election of Craigmillar Community Council; and
- 1.3 appoints Councillor Maureen Child as Returning Officer.

### Background

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- 2.1 Community Councils (CCs) are the key community representative bodies within the local and strategic community planning arrangements in Edinburgh and have representation on each of the 12 Neighbourhood Partnerships and Edinburgh Partnership Board. This is a reflection of the national picture where CCs are seen as one of the key ways to encourage community involvement in decision making.

### Main report

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- 3.1 A petition was received on 29 November 2016 with a request from over 20 local electors to establish a CC for the Craigmillar area under the terms of Section 52 (7) of the Local Government (Scotland) Act 1973. This is sufficient in terms of a formal request for a CC to be established.
- 3.2 An election process will therefore be required to support the establishment of the new CC for the Craigmillar area. This will involve a nomination process to identify new community councillors. At the close of nominations, should there be more valid nominations than the maximum permitted membership then a poll would be required to elect the members of the CC.
- 3.3 The City of Edinburgh Council [Scheme for Community Councils](#) requires that in the event of a poll being required, it will be conducted by secret ballot of local electors, organised by the Returning Officer (approved by the City of Edinburgh Council in accordance with the Scottish Local Election Rules subject to modification and simplification as deemed necessary by the City of Edinburgh Council). A poll was required for one CC in October 2016 in Leith Links. The

poll was undertaken by a process of online and polling place voting. As this process resulted in an increased turnout, it is proposed to use this, together with postal voting, with Craigmillar CC, should a poll be required.

3.4 The proposed timetable for election is as follows:

- Nomination period – 9 January 2017 until 30 January 2017
- Notice of poll – 6 February 2017
- Poll (if required) – 23 February 2017

As the poll, if required, needs to take place within 6 weeks of the start of the nomination period, the timetable has been determined to avoid the Christmas and New Year holiday period.

3.5 The Council's preferred practice is to appoint, where possible, a ward Councillor as the Returning Officer. The Returning Officer will be responsible for calling and chairing the first meeting of the new CC and will be advised of the terms of the proposals in this report. It is proposed that Councillor Maureen Child is appointed as Returning Officer.

## Measures of success

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4.1 A CC is established in the Craigmillar area as requested by the signatories. Further, that the process is fully understood by all participants.

## Financial impact

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5.1 An annual administration grant of £802.24 is required for Craigmillar CC. This cost can be met from existing budgets. Should a poll be required for Craigmillar CC the cost is anticipated to be around £7,500. This will be managed within existing budgets.

## Risk, policy, compliance and governance impact

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6.1 The process will comply with the Scottish Local Election Rules as modified.

## Equalities impact

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7.1 The Scheme for Community Councils promotes and enhances the Council's ability to meet its General and Public Duties under equalities legislation. An Equalities and Rights Impact Assessment has recently been carried out as part of the Review of the Scheme. The addition of a new CC will contribute to and enhance the assessment.

## Sustainability impact

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8.1 There are no adverse environmental implications arising from this report.

## Consultation and engagement

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9.1 Council officers have been in discussions with local electors to support the submission of the petition to establish the CC. To encourage nominations, a publicity campaign will take place. As in previous circumstances where new CCs are being established, this will be led by the Council and will include the use of posters, leaflets, messages in local press and online promotion through existing social media platforms and the Council and Neighbourhood Partnership websites.

## Background reading/external references

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- [Scheme for Community Councils](#)

### Andrew Kerr

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## Links

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<b>Coalition pledges</b>	<a href="#">P33</a> – Strengthen Neighbourhood Partnerships and further involve local people in decisions on how Council resources are used
<b>Council priorities</b>	<a href="#">CP4</a> - Safe and empowered communities
<b>Single Outcome Agreement</b>	<a href="#">SO4</a> – Edinburgh’s communities are safer and have improved physical and social fabric
<b>Appendices</b>	