

Communities and Neighbourhoods Committee

10am, Tuesday 2 August 2016

Establishment of Northfield Willowbrae Community Council

Item number	7.1
Report number	
Executive/routine	Executive
Wards	Ward 14 – Craigentinny/Duddingston

Executive Summary

This report provides Communities and Neighbourhoods Committee with an update on the submission of a petition by over 20 electors requesting that a community council (CC) be established in Northfield Willowbrae and seeks approval for the process and timetable to deliver this.

Links

Coalition Pledges	P33
Council Priorities	CP4
Single Outcome Agreement	SO4

Establishment of Northfield Willowbrae Community Council

1. Recommendations

It is recommended that the Communities and Neighbourhoods Committee:

- 1.1 approves the timetable and process for the election of Northfield Willowbrae CC in line with the triennial elections; and
- 1.2 appoints Councillor Lunn as Returning Officer.

2. Background

- 2.1 Community Councils (CCs) are the key community representative bodies within the local and strategic community planning arrangements in Edinburgh. 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.

3. Main report

- 3.1 A petition was received with a request from over 20 local electors to establish a CC for the Northfield Willowbrae 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 a new CC for the Northfield Willowbrae 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 an election 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 but subject to modification and simplification as deemed necessary by the City of Edinburgh Council. The [Election Protocol](#) was agreed by the Council on 10 March 2016 and sets out the framework for community council elections.

- 3.4 With Northfield Willowbrae CC, should an election be required, the timetable and method will be in line with the triennial elections. The proposed timetable for election is as follows:
- Nomination period – 5 until 26 September 2016
 - Notice of poll – 6 October 2016
 - Election (if required) – 27 October 2016
- 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 the report. Having consulted with the local Councillors, it is proposed that Councillor Lunn is appointed as Returning Officer.

4. Measures of success

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

5. Financial impact

- 5.1 An annual administration grant of £697.38 is required for Northfield Willowbrae CC. This cost can be met from existing budgets. Should a poll be required for Northfield Willowbrae CC the cost is anticipated to be up to £9,000. This will be managed within existing budgets.

6. Risk, policy, compliance and governance impact

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

7. Equalities impact

- 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 was carried out as part of the Review of the Scheme. The addition of a new CC will contribute to and enhance the assessment.

8. Sustainability impact

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

9. Consultation and engagement

- 9.1 An election publicity campaign is planned which will include posters, leaflets, information in the press, local media and through online promotion using existing social media platforms and the Council and Neighbourhood Partnership websites.

10. Background reading/external references

[Scheme for Community Councils](#)

Alistair Gaw

Acting Director of Communities and Families

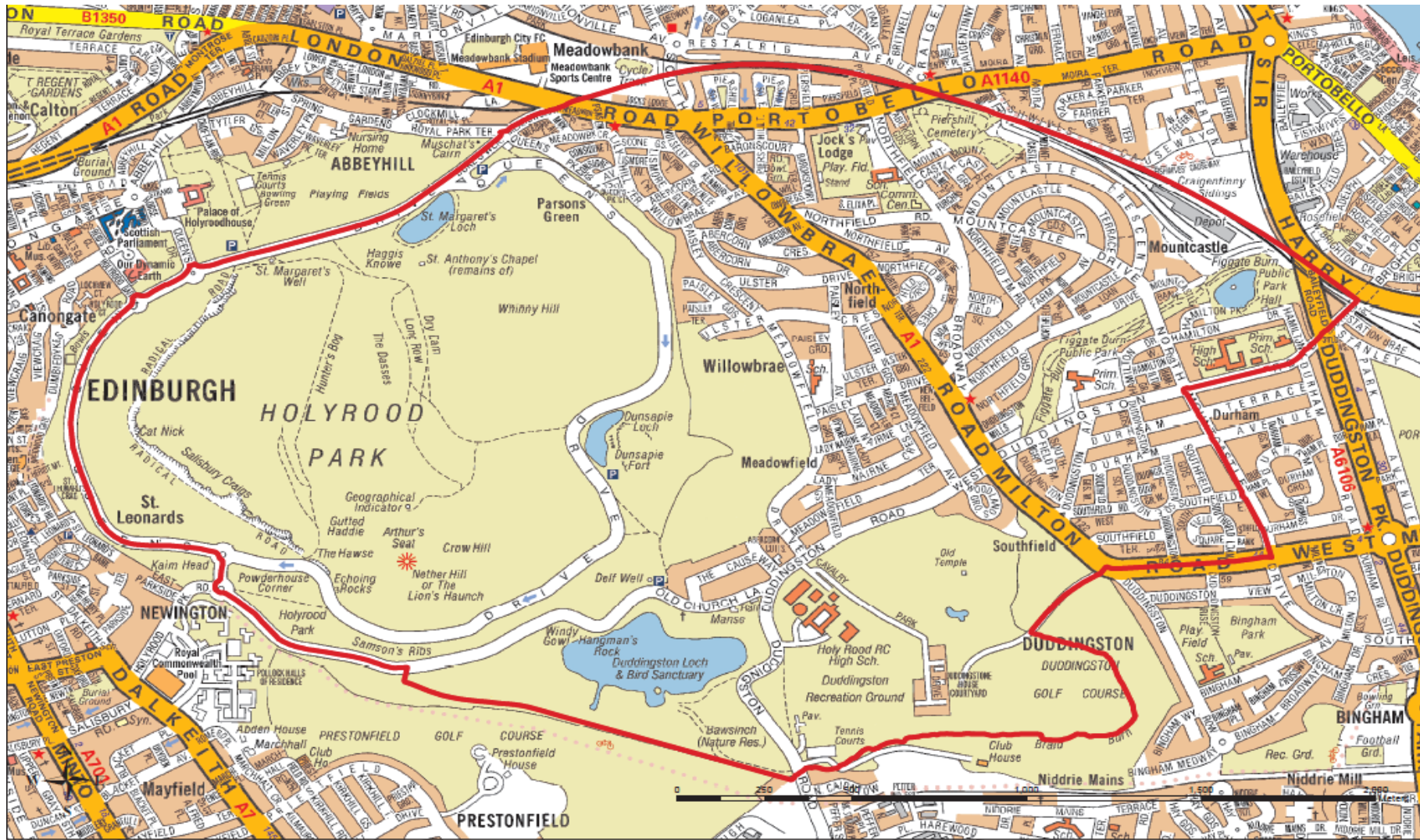
Contact: Michele Mulvaney, Community Engagement and Partnership Development Manager

E-mail: michele.mulvaney@edinburgh.gov.uk | Tel 0131 469 3541

11. Links

Coalition Pledges	P33 – Strengthen Neighbourhood Partnerships and further involve local people in decisions on how Council resources are used
Council Priorities	CP4 – Improve quality of life – Safe and empowered communities
Single Outcome Agreement	SO4 – Edinburgh’s communities are safer and have improved physical and social fabric
Appendices	Appendix 1 – Boundary Map for Northfield Willowbrae Community Council

APPENDIX 1



Reproduced by permission of Geographers' A-Z Map Co. Ltd. ©Crown Copyright 2008. All rights reserved. Licence Number 100017302. NB: The community council boundary maps use A-Z mapping background. This allows street level detail and street names to be viewed but to maximise the quality of the map's appearance, some elements of the map are subject to slight distortions.