

Interim: Integrated Impact Assessment – Summary Report

1. Title of proposal

Statutory Review and Amendment of the Scheme for Community Councils and Boundaries of Community Councils.

2. What will change as a result of this proposal?

The City of Edinburgh Council Scheme for Community Councils and the Boundaries of Community Councils will potentially change following the review and amendments approved by the City of Edinburgh Council.

3. Briefly describe public involvement in this proposal to date and planned

A pre-statutory consultation has been completed following consultation with Community Councillors and Elected Members.

Phase 1 of the required Statutory Consultation ended on the 8 December 2023. The full statutory consultation will end in May 2024. During Phase 1 of the Consultation the feedback was publicly invited via a variety of opportunities including:

1. The Consultation Hub.
2. In-person drop-in sessions held across the City, the City Chambers and Waverley Court.
3. 42 virtual drop-in sessions.
4. Directly to the Council via email, post and telephone
5. 6 in-person and online exploratory meetings with community councils potentially affected by boundary proposals.

Phase 2 and Phase 3 of the Statutory Consultation will build upon these feedback channels and seek to promote engagement from individuals with protected characteristics to maximize a diverse range of views.

4. Is the proposal considered strategic under the Fairer Scotland Duty?

Yes

5. Date of IIA

The initial interim IIA meeting was on the 14 December 2023, followed by a second meeting on the 16 January 2024. The meeting in preparation of the final IIA will be held before the fourth Special Council Meeting, that would approve the revised City of Edinburgh Council Scheme for Community Councils and the Boundaries of Community Councils.

6. Who was present at the IIA? Identify facilitator, lead officer, report writer and any employee representative present and main stakeholder (e.g. Council, NHS)

Officers at the initial discussion regarding potential scope of the IIA

Name	Job Title	Date of IIA training
Richard Thrall	Governance Officer	7/11/19
Chris Peggie	Governance Officer	21/11/23
Louise Galloway	Governance Officer	21/11/23
Martin Scott	Governance Officer	
Michele Mulvaney	Strategy Manager (Communities)	22/05/19
Gareth Dixon	Senior Policy and Insight Officer	May 2018
Julie Dickson	Policy and Insight Officer	26/08/20
Jackie Stewart	Community Empowerment and Engagement Manager	

7. Evidence available at the time of the IIA

Evidence	Available – detail source	Comments: what does the evidence tell you with regard to different groups who may be affected and to the environmental impacts of your proposal
Data on populations in need	<p>Edinburgh by Numbers</p> <p>Localities profile search tool</p>	<p>Edinburgh is the fastest growing city in Scotland, with more than 50,000 new residents expected over the next 20 years. While this represents a sign of the city's success, it does bring real pressure on city communities, on housing, and on the city infrastructure.</p> <p>Edinburgh has one of the highest skilled, highest paid populations of any city in the UK.</p> <p>The sources of data evidence that inequalities exist within Edinburgh between different localities and neighbourhoods within them. The evidence sets out :</p> <ul style="list-style-type: none"> • Population • Housing • Employment • Education • Income • Benefits • Health and disability • Lifestyle • Crime <p>The evidence in these data sources sets out population demographics, social deprivation and educational achievement.</p>
Data on service uptake/access	Experience from Community Council participation/membership and engagement with the City of Edinburgh Council.	<p>Current representation on Community Councils indicates that groups within their communities, and Edinburgh as whole, are not taking the opportunity to participate in Community Councils.</p> <p>The SHS found that 43% of adults in Edinburgh “would like to be more</p>

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	Scottish Household Survey	<p>involved in the decisions my council makes that affect my local area” (44% in 2021 and 39% in 2020).</p> <p>This suggests there are barriers that prevent participation in Community in Councils.</p>
<p>Data on socio-economic disadvantage e.g. low income, low wealth, material deprivation, area deprivation.</p>	<p>Localities profile search tool</p> <p>SIMD (Scottish Index of Multiple Deprivation)</p> <p>End Poverty in Edinburgh Annual Report 2022</p> <p>End Poverty in Edinburgh Annual Progress Report 2023</p>	<p>Individuals within areas of Edinburgh that are disadvantaged because of socio-economic circumstances and/or lack resources find that this inequality creates barriers to their participation in Community Councils. This is reflected in the SIMD in that the most deprived communities continually find it difficult to establish and sustain community councils.</p> <ul style="list-style-type: none"> • The latest available data shows that an estimated 17% of people in Edinburgh were living in poverty in the period to 2022, including 20% of all children. • Higher risk of poverty is faced by women, particularly when they are lone parents or young mothers, more likely to experience ‘very deep’ poverty and food insecurity because of a lack of money, more likely to be in low paid, part time or insecure work, and more likely to reduce paid work to allow for caring responsibilities. • Disabled people experience additional barriers to employment and fair work, as well as a pay gap, challenges in education that make it

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		<p>harder to gain the same skills and qualifications as non-disabled people, as well as higher living costs (arising from specialist equipment, transport costs and energy costs)</p> <ul style="list-style-type: none"> • Black and minority ethnic people in Scotland fare worse in the labour market than white counterparts in terms of pay, employment, in-work poverty, and income security. Minority ethnic households also have higher housing costs due to being disproportionately represented in the private rented sector. • More than 25% of Black and Minority Ethnic working adults spend over a third of their income on housing compared to just over 10% of white workers. • There are wide inequalities in child poverty risk across small areas in Edinburgh. At an Edinburgh electoral ward level, children who live in areas such as Sighthill/Gorgie or Liberton/Gilmerton are five times more likely to grow up in poverty than children who grow up in Morningside.
Data on equality outcomes	‘Hard to reach’ or ‘easy to ignore’? Promoting equality in community engagement	Details the different people who fall within protected characteristics and equality groups that face existing barriers to their participation. This can be low levels of literacy, physical accessibility, second language and discrimination against them.
Research/literature evidence	Strengthening Community Councils	Details how community councils can contribute to democratic renewal in Scotland. It sets out nine

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		recommendations to aid in the strengthening and renewal of Scottish community councils.
Public/patient/client experience information	A three-phase statutory consultation process will be undertaken.	The purpose of the consultation process is to seek and analyse the feedback provided from all sources that engage in the process.
Evidence of inclusive engagement of people who use the service and involvement findings	A three-phase statutory consultation process will be undertaken.	The purpose of the consultation process is to seek and analyse the feedback provided from all sources that engage in the process.
Evidence of unmet need	No	No
Good practice guidelines	National Standards for Community Engagement City of Edinburgh Consultation and Engagement Policy	In recognising the difficulties encountered by certain groups of citizens in Edinburgh in contributing to consultations, it is essential that steps are taken to ensure engagement is as inclusive as possible and that support is available to all individuals to enable participation.
Carbon emissions generated/reduced data	N/A	
Environmental data	N/A	
Risk from cumulative impacts	N/A	
Other (please specify)	N/A	
Additional evidence required	N/A	

8. In summary, what impacts were identified and which groups will they affect?

Equality, Health and Wellbeing and Human Rights	Affected populations
<p>Positive</p> <p>Amendments to the electoral and operational functioning of community councils will improve transparency and accountability that will be of benefit to all. The proposed amendments to operational elements will strengthen measures to address discrimination and harassment of both community councillors and members of the public.</p> <p>The strengthened equality and diversity proposals will advance equality of opportunity for individuals to engage with community councils and address differences in status between different groups of people by introducing an obligation to comply with equal rights legislation.</p> <p>The provision to host virtual meetings will improve the potential for people with physical disabilities to participate in meetings without having to overcome potential physical barriers presented by a meeting venue.</p> <p>The proposed clarification that Local Interest groups can be members of multiple community councils will help address differences in status between different groups, by encouraging the promotion of issues across all relevant community councils.</p>	<p>All</p> <p>However, specific benefits to those with protected characteristics</p> <ul style="list-style-type: none"> • Age (young people and older people) • disability • marriage and civil partnership • pregnancy and maternity • race • religion or belief • sex • sexual orientation. <p>Additional Population Groups:</p> <ul style="list-style-type: none"> • People with low literacy/numeracy • People experiencing homelessness • Those involved in the criminal justice system
<p>Negative</p> <p>It was recognised that proposed revisions to the Scheme to strengthen electoral and operational processes would not address all existing barriers to participation for those with protected characteristics and the population groups noted.</p> <p>Mitigation: Support provided by the Council’s Community Empowerment & Engagement Service, the Governance Team, the Translation Service and Third Sector Organisations to individuals with protected characteristics and identified population groups.</p> <p>The introduction of virtual meetings could result in accessibility issues for those with sensory and learning disabilities; with low literacy/numeracy; people experiencing homelessness and those who are digitally excluded through their circumstances.</p> <p>Mitigation: The hosting of virtual meetings is not a requirement and guidance from the Governance Team would be provided to both community councils and individuals for whom virtual meetings would be a challenge. The Council’s libraries could provide the opportunity and support for individuals who are</p>	<p>All</p> <p>However, specifically for those with protected characteristics</p> <ul style="list-style-type: none"> • Age (young people and older people) • disability • marriage and civil partnership • pregnancy and maternity • race • religion or belief • sex • sexual orientation. <p>Additionally for these Population Groups:</p> <ul style="list-style-type: none"> • People with low literacy/numeracy

Equality, Health and Wellbeing and Human Rights	Affected populations
digitally excluded to participate in virtual or hybrid meetings using the digital equipment that is available in them.	<ul style="list-style-type: none"> • People experiencing homelessness • Those involved in the criminal justice system

Environment and Sustainability including climate change emissions and impacts	Affected populations
<p>Positive</p> <p>It was identified that virtual meetings and encouraging the use of electronic methods of notifications and updates could result in resource efficiency and reduce travel to meetings.</p> <p>The interim IIA meeting noted however that, based on the boundaries of community councils and relatively short distances to travel, it is unclear if there would be a quantifiable reduction in the carbon footprint or air pollution generated by attendees. It was also recognised that it would be difficult to quantify any power generation impact of increased electronic communications and/or participation.</p>	All
Negative	N/A

Economic	Affected populations
<p>Positive</p> <p>The proposed revisions to the Scheme create obligations and opportunities for community councils to be more representative of their community. This could provide economic benefits in creating a channel for businesses (and in particular microbusinesses), Edinburgh's Federation of Small Businesses and Edinburgh's Chamber of Commerce to promote and support businesses activities where it is identified by the community council that they are positive.</p> <p>The creation of these relationships could enable issues to be raised quickly between businesses and community councils.</p>	All.
Negative	N/A

9. **Is any part of this policy/ service to be carried out wholly or partly by contractors and if so how will equality, human rights including children's rights, environmental and sustainability issues be addressed?**

No.

10. Consider how you will communicate information about this policy/ service change to children and young people and those affected by sensory impairment, speech impairment, low level literacy or numeracy, learning difficulties or English as a second language? Please provide a summary of the communications plan.

A draft communication plan is being prepared, in partnership with colleagues in Communications, to inform the citizens of Edinburgh of:

- The purposes of community councils
- The impacts of the proposed changes.

The communication plan will establish that the following requirements will need to be followed, whenever possible, when issuing information about the changes:

- Seek to keep the notifications and explanations very short and understandable.
- Be written in plain English, aiming for a reading level of grade 9 using the Hemingway App.
- That the methods of communications ensure the widest accessibility.
- Communications of the changes will include directions to the Translation Service.

11. Is the plan, programme, strategy or policy likely to result in significant environmental effects, either positive or negative? If yes, it is likely that a Strategic Environmental Assessment (SEA) will be required and the impacts identified in the IIA should be included in this. See section 2.10 in the Guidance for further information.

No.

12. Additional Information and Evidence Required

No.

13. Specific to this IIA only, what recommended actions have been, or will be, undertaken and by when? (these should be drawn from 7 – 11 above) Please complete:

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and job title)	Deadline for progressing	Review date
Phase 2 of the Consultation seeking feedback on the draft City of Edinburgh Council Scheme for Community Councils and the Boundaries of Community Councils	Louise Galloway (Governance Officer), Chris Peggie (Governance)	8 February 2024	9 May 2024

Specific actions (as a result of the IIA which may include financial implications, mitigating actions and risks of cumulative impacts)	Who will take them forward (name and job title)	Deadline for progressing	Review date
	Officer) and Martin Scott Governance Officer).		

14. Are there any negative impacts in section 8 for which there are no identified mitigating actions?

No.

15. How will you monitor how this proposal affects different groups, including people with protected characteristics?

This proposal is seeking initiation of Phase 2 of the consultation and was reviewing the proposed changes to the Scheme and Boundaries.

Conducting an anonymised annual survey of community councillors regarding diversity and participation from individuals with protected characteristics.

Reviewing the annual Engagement Reports from Community Councils that are required to evidence the actions taken to engage with their communities. The guidance to community councils will explain the importance of stating how they have sought to engage with and promote participation to individuals from previously excluded groups.

The Governance Team will have ongoing discussions with external Third Sector organisations that support individuals with protected characteristics (e.g. EARN and Disability Information Scotland) to promote participation on an ongoing basis.

16. Sign off by Head of Service

Name Gavin King

Date 23 January 2024

17. Publication

Completed and signed IIAs should be sent to: integratedimpactassessments@edinburgh.gov.uk to be published on the Council website www.edinburgh.gov.uk/impactassessments

Edinburgh Integration Joint Board/Health and Social Care

sarah.bryson@edinburgh.gov.uk to be published at www.edinburghhsc.scot/the-ijb/integrated-impact-assessments/