

### MUIRHOUSE SALVESEN COMMUNITY COUNCIL

#### Local Interest Group Registration and Nomination Form

Name of Group	
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#### Nomination

We hereby nominate;  
**Please print clearly**

Name	
Address	
Contact Tel. No. (Home) (Work)	
E Mail Address	

This nomination was made at a meeting held on .....  
(Please give details and attach the minute/note of the meeting when the appointment was made)

The above nominee is a voluntary member of the organisation above.

Signature of President / Chairperson	
Date	
Signature of Secretary / Treasurer	
Date	

Please complete the details about your group overleaf and return the form to the Ross Murray, City of Edinburgh Council, Governance & Democratic Services, Waverley Court, 4 East Market Street,

EDINBURGH, EH8 8BG, Tel. 469 3870 by **4pm Friday 30 June 2017**. Please note the Council cannot accept completed forms by email for security reasons.

## GROUP DETAILS

<b>Purpose of group</b> (e.g. social, leisure, recreational, caring, education / learning etc.) ..... ..... .....	
<b>Meeting place of group</b>	
<b>Geographical area covered by your group</b>	
<b>Number of paid or recorded members</b>    <b>Number of members in CC area</b>	<b>How often does your group meet?</b>  <b>Weekly</b> <b>Monthly</b> <b>Quarterly</b> <b>Other (please give details) .....</b>  <b>(delete those that don't apply)</b>  <b>When was your group established?</b>  <b>Month ..... Year .....</b>

### Committee

Does your organisation have a committee of at least 3 members who have been elected at your Annual General Meeting? (Please tick where applicable)

Yes ☐ No ☐

Please list the names and addresses of your office bearers

Name	Address	Position held
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### Representation

Please indicate how your organisation gathers and represents the views of members and/or the community. For example the number of public meetings you hold, whether you have a website, produce a newsletter and how you publicise your meetings.

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### Constitution

Please send a copy of your constitution with your application.

The City of Edinburgh Council will determine the eligibility of a group to become a Local Interest Group representative. The following criteria will be used to assess eligibility.

1. The organisation must be a voluntary group which has been in operation for at least 12 months prior to the notice of election.
2. The organisation must be a properly constituted group with a publicly available constitution.
3. The organisation must have a governing body with a majority of unpaid (volunteer) members, which does not distribute profit among its members, and which provides services for public benefit not restricted to its members.

4. The organisation must have a committee that (after the first year) is elected at an AGM and has a minimum of 3 members
5. The organisation will be asked to submit a registration form demonstrating the following:
  - how the decision was reached to appoint a candidate for election as a nominated representative on the community council, e.g. an extract from a minute of a meeting
  - that the organisation meets on a regular basis
  - that the organisation operates within the community council area
  - that the nominee is a voluntary, active member of the nominating group
  - that the organisation is committed to gathering the views and representing the interests of its members.