
NEW Island Communities Impact Assessments

Template form

May 2022



Island Communities Impact Assessment

Participation & Engagement Policy

PRELIMINARY CONSIDERATIONS	Responses
<p>Please provide a brief description or summary of the policy, strategy or service under review for the purposes of this assessment.</p>	<p>The Council has duties to involve communities in the development, design and delivery of plans and services.</p> <p>This policy details the Council's commitment to working together for a positive and sustainable future, by making it easier for people and communities, to actively participate and be more involved in decisions on the Council's services and use of resources.</p>
STEP 1 - Develop a clear understanding of your objectives	Responses
<p>What are the objectives of the policy, strategy or service?</p>	<p>The policy aims to ensure community participation and engagement is consistent across all Council services and that it will help to build on our understanding of communities in Shetland</p>
<p>Do you need to consult?</p>	<p>Not in relation to this Policy</p>
<p>How are islands identified for the purpose of the policy, strategy or service?</p>	<p>Not specifically identified. The policy applies to all Shetland Islands Council staff</p>
<p>What are the intended impacts/outcomes and how do these potentially differ in the islands?</p>	<p>Consistent approach to community engagement and participation; build organisational capacity, embed a culture of participation and set standards on how the Council engages using a variety of methods including digital and non-digital approaches</p>
<p>Is the policy, strategy or service new?</p>	<p>Yes</p>
STEP 2 - Gather your data and identify your stakeholders	Responses
<p>What data is available about the current situation in the islands?</p>	<p>Shetland Partnership has data for 44 indicators at locality level in Shetland,</p>

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	<p>gathered in 2023. There are seven localities. Two of these localities are island groups: “Yell, Unst and Fetlar” and “Whalsay and Skerries”. There is demographic and socioeconomic data available for the groups of combined islands. Locality profiles are available on the Shetland Partnership website.</p> <p>Shetland Partnership’s Locality Plan – Shetland’s Islands with Small Populations, contains data on Fair Isle, Foula, Papa Stour, Fetlar and Skerries. There is data on: median income; cost of living; population; number of school children; challenges faced; and priorities for the future.</p>
Do you need to consult?	No
How does any existing data differ between islands?	Each island community may have different needs in relation to community Participation & Engagement as each will be unique in terms of how it is best to request input and seek views
Are there any existing design features or mitigations in place?	<p>The Policy is underpinned by the National Standards to Community Engagement and promotes the use of an engagement planning tool, which will ensure that the needs of different service users or communities are taken into account in planning and delivering any engagement.</p> <p>There are also community workers who have good relationships with island communities, as well as a Locality Plan for the Islands with Small Populations where there are opportunities to raise any issues regularly.</p>
STEP 3 - Consultation	Responses
Who do you need to consult with?	N/A

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How will you carry out your consultation and in what timescales?	N/A
What questions will you ask when considering how to address island realities?	N/A
What information has already been gathered through consultations and what concerns have been raised previously by island communities?	N/A
Is your consultation robust and meaningful and sufficient to comply with the Section 7 duty?	N/A
STEP 4 - Assessment	Responses
Does your assessment identify any unique impacts on island communities?	None, although the individual and differing needs of island communities must be taken into account when planning any participation or engagement exercise
Does your assessment identify any potential barriers or wider impacts?	Each island community will have differing needs in relation to participation and engagement, for example some will have good digital coverage and some will not, so will require a different approach. In general, where possible, in person events on each island are preferred.
How will you address these?	The needs of each island community should be considered when planning a participation or engagement exercise. Where possible, pre-engagement planning should take place to determine the most appropriate approach or different engagement methods that could be used
<p>You must now determine whether in your opinion your policy, strategy or service is likely to have an effect on an island community, which is significantly different from its effect on other communities (including other island communities). NO</p> <p>If your answer is NO to the above question, a full ICIA will NOT be required and <u>you can proceed to Step SIX.</u></p>	
STEP 5 – Preparing your ICIA	Responses

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In Step Five, you should describe the likely significantly different effect of the policy, strategy or service:	
Assess the extent to which you consider that the policy, strategy or service can be developed or delivered in such a manner as to improve or mitigate, for island communities, the outcomes resulting from it.	
Consider alternative delivery mechanisms and whether further consultation is required.	
Describe how these alternative delivery mechanisms will improve or mitigate outcomes for island communities.	
Identify resources required to improve or mitigate outcomes for island communities.	
STEP 6 - Making adjustments to your work	Responses
Should delivery mechanisms/mitigations vary in different communities?	Yes, for individual community participation and engagement exercises, but not in relation to this Policy
Do you need to consult with island communities in respect of mechanisms or mitigations?	Not in relation to this Policy
Have island circumstances been factored into the evaluation process?	They should be factored into individual community participation and engagement exercise, but not required in relation to this Policy
Have any island-specific indicators/targets been identified that require monitoring?	Not in relation to this Policy
How will outcomes be measured on the islands?	N/A in relation to this Policy
How has the policy, strategy or service affected island communities?	It will help to ensure that individuals and communities have more opportunities to participate if they wish to do so
How will lessons learned in this ICIA inform future policy making and service delivery?	
STEP 7 - Publishing your ICIA	Responses
Have you presented your ICIA in an Easy Read format?	No
Does it need to be presented in Gaelic or any other language?	No

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Where will you publish your ICIA and will relevant stakeholders be able to easily access it?	Island Communities Impact Assessments – Shetland Islands Council
Who will sign-off your final ICIA and why?	Director Development Services

ICIA completed by:	Vaila Simpson
Position:	Executive Manager
Signature:	V Simpson
Date complete:	29/02/2024

ICIA approved by:	Neil Grant
Position:	Director Development Services
Signature:	
Date approved:	14/03/24