
Island Communities Impact Assessments

Template Form



SHETLAND
ISLANDS COUNCIL

Island Communities Impact Assessment

Insert Policy, Strategy or Service Title

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 service under review is the provision of free period products by Shetland Islands Council, under the statutory duty of the Period Products (Free Provision) (Scotland) Act 2021. This service ensures that anyone in Shetland who needs period products can access them free of charge, with dignity, choice, and accessibility. Products are distributed via community venues, health centres, leisure centres and for remote islands via community organisations or NHS nursing clinics. Products are also accessible for individuals via online ordering.</p>
STEP 1 - Develop a clear understanding of your objectives	Responses
<p>What are the objectives of the policy, strategy or service?</p>	<ul style="list-style-type: none"> • Ensure equitable access to free period products for all individuals who menstruate in Shetland. • Reduce period poverty and promote menstrual health and well-being. • Provide a reasonable choice of products, including reusable options. • Ensure access points are convenient, staff-supported, and geographically distributed.
<p>Do you need to consult?</p>	<p>Yes, consultation has been carried out with the public and venues as part of service development.</p>
<p>How are islands identified for the purpose of the policy, strategy or service?</p>	<p>By geographical location within Shetland, including remote islands without major public facilities.</p>
<p>What are the intended impacts/outcomes and how do these potentially differ in the islands?</p>	<p>Improved access to period products across Shetland. Some variation exists between islands due to population size and venue availability, mitigated through online ordering and community-based distribution.</p>

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Is the policy, strategy or service new?	No, this is an ongoing service provision, building on provision since 2022; updates reflect survey feedback from February 2025 and long-term implementation planning.
STEP 2 - Gather your data and identify your stakeholders	Responses
What data is available about the current situation in the islands?	<ul style="list-style-type: none"> • Survey data from public consultations with individuals and venues (2022 and 2025). • Shetland Islands Council records of current distribution (community venues, online orders). • Online order statistics and feedback from community organisations.
Do you need to consult?	We have produced two surveys with the Shetland community and there is ongoing engagement with island communities and venues.
How does any existing data differ between islands?	Smaller and remote islands have fewer staffed venues; therefore, online ordering and community-based distribution play a key role.
Are there any existing design features or mitigations in place?	<ul style="list-style-type: none"> • Online ordering for individuals and bulk venue requests • Distribution via community venues, NHS clinics, public and / or community toilets • Targeted venue selection to ensure coverage and stock turnover.
STEP 3 - Consultation	Responses
Who do you need to consult with?	The Shetland community, community venues, NHS staff and third-sector organisations to gather diverse perspectives, expertise and support.
How will you carry out your consultation and in what timescales?	Surveys were conducted in 2022 and 2025, with ongoing engagement via email and phone to inform future adjustments.
What questions will you ask when considering how to address island realities?	Availability of venues, stock levels, awareness of online ordering,

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	preferred product types, barriers due to staffing or location.
What information has already been gathered through consultations and what concerns have been raised previously by island communities?	There is limited awareness of online ordering and insufficient stock in some venues, although emergency access via community venues is appreciated. Feedback indicates that many venues do not have enough stock for individuals to take supplies home, which is one of the reasons we are promoting online ordering to provide more choice, home delivery, and greater discretion.
Is your consultation robust and meaningful and sufficient to comply with the Section 7 duty?	Yes, sufficient for Section 7 duty compliance.
STEP 4 - Assessment	Responses
Does your assessment identify any unique impacts on island communities?	Remote islands may have fewer physical access points and rely more on alternative delivery mechanisms.
Does your assessment identify any potential barriers or wider impacts?	No, mitigations are in place (online ordering, community/NHS distribution, targeted venues, public and/or community toilets) ensure equitable access and minimise any disadvantage.
How will you address these?	Promote online ordering and delivery for remote areas, maintain key staffed venues, ensure each island has a physical venue providing products and distribute through community organisations, NHS clinics, public and /or community toilets.
<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).</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 SEVEN.</u></p> <p>If the answer is YES, an ICIA must be prepared and <u>you should proceed to Step FIVE.</u></p> <p>To form your opinion, the following questions should be considered:</p>	

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<ul style="list-style-type: none"> • Does the evidence show different circumstances or different expectations or needs, or different experiences or outcomes (such as different levels of satisfaction, or different rates of participation)? • Are these different effects likely? • Are these effects significantly different? • Could the effect amount to a disadvantage for an island community compared to the mainland or between island groups? 	
STEP 5 – Preparing your ICIA	Responses
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?	
Do you need to consult with island communities in respect of mechanisms or mitigations?	
Have island circumstances been factored into the evaluation process?	
Have any island-specific indicators/targets been identified that require monitoring?	
How will outcomes be measured on the islands?	
How has the policy, strategy or service affected island communities?	
How will lessons learned in this ICIA inform future policy making and service delivery?	

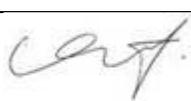
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STEP 7 - Publishing your ICIA	Responses
Have you presented your ICIA in an Easy Read format?	No
Does it need to be presented in Gaelic or any other language?	No
Where will you publish your ICIA and will relevant stakeholders be able to easily access it?	Shetland Islands Council's website
Who will sign-off your final ICIA and why?	Director of Development Services

ICIA's must be signed off by the staff member who completes it. They must then be approved and signed off by an executive manager or director. If an executive manager completes the ICIA, then the director should approve the ICIA.

ICIA completed by:	Hannah Chapman & Emma Perring
Position:	Partnership Officer: Diversity & Inclusion Team Leader: Community Planning
Signature:	Emma Perring
Date complete:	03/11/2025

ICIA approved by (Executive Manager or Director):	Neil Grant
Position:	Director – Development
Signature:	
Date approved:	16/12/2025

Once approved and both the signature boxes are complete, you should publish the ICIA in PDF format on the [Island Communities Impact Assessments](#) page of the Shetland Islands Council website. All services should have a staff member who can edit the website. If not, please contact Community Planning and Development.

Even if a full assessment is not required (where the answer to Step 4 is no), this should still be published.