
Equality Impact Assessment



SHETLAND
ISLANDS COUNCIL

INTRODUCTION

An Equality Impact Assessment (EQIA) is an evidence-based approach designed to help the Council ensure that its policies, strategies and proposals for change meet the needs of everyone.

This Equality Impact Assessment (EQIA) enables you to assess what you're proposing against the Public Sector Equality Duty and the Fairer Scotland Duty. The EQIA process involves:

- Step 1: **Develop a Clear Understanding of your Objectives:** outlining details of your proposal and background information.
- Step 2: **Data & Consultation:** evidence sources for assessment.
- Step 3: **Screening Assessment of Impact:** completing the screening process to determine if the proposal requires completion of a full impact assessment. The screening process can stand alone as a final summary if no significant impacts are identified.
- Step 4: **Full Impact Assessment:** to enable a more detailed analysis of the proposal, the impacts and any mitigations or actions to be put in place. This Step may not be required depending on the outcome at Step 3.
- Step 5: **Monitor & Review:** setting out how impacts will be monitored.
- Step 6: **Decision & Authorisation:** setting out decision from impact assessment and authorisation.
- Step 7: **Publication of Result**

STEP 1: Develop a clear understanding of your objectives		
Title of your proposal*	Community Council Scheme of Establishment	
Do you have authority for your proposal?	Yes <input checked="" type="checkbox"/>	Authority of the scope of Review of the Community Council Scheme of Establishment was approved at a meeting of Shetland Islands Council on 14 June 2023.
	No <input type="checkbox"/>	
Do you have budget for your proposal?	Yes <input checked="" type="checkbox"/>	Community Council Scheme of Establishment includes the allocation of core funding resources to Community Councils. The review will be carried out within existing approved budgets.
	No <input type="checkbox"/>	
Lead officer (name and job title)	Michael Duncan, Community Council Liaison Officer, Community Planning & Development	
Is this a new or existing policy/ proposal? (include any information on previous relevant work)	The Review is seeking to amend the existing Community Council Scheme of Establishment, which was last formally reviewed in 1994/96. The Review will include proposals to update governance arrangements and resource allocation to Community Councils.	
Brief description of policy / proposal (including purpose, intended outcomes, aims, objectives and/or legislation)	<p>Community Council Scheme of Establishment is aiming to update and modernise the governance and resource allocations to Community Councils. Main proposals include:</p> <ul style="list-style-type: none"> • Change funding arrangements by merging two existing grant schemes into one new grant scheme/budget. • Developing criteria for the new merged funding scheme and target funding accordingly • Draw on best practise from across Scotland to ensure that Community Council Membership arrangements are in line other Local Authority areas, where appropriate • Improved Governance documents and resources • Membership arrangements to be streamlined. <p>New funding arrangements will simplify and accelerate process of distributing core funding.</p>	

	<p>Improved Governance documents and resources will enable Community Councils to be better informed and able to “self-help” more often. New membership arrangements will remove existing conflicts of interests.</p> <p>It is expected the changes will Community Councils provide Community Councils with more flexibility, independence and discretion how to allocate resources locally.</p>
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STEP 2: Data & Consultation	
What evidence sources are you using in making the assessments?	
Internal or existing data	<p>Existing National Community Council Scheme of Establishment template documents, developed by the Scottish Government’s Improvement Service have been established.</p> <p>Have reviewed other Local Authority Schemes as part of the initial research and scoping exercise into this project and have also use feedback received from public consultation exercises carried out during the Scheme Review process.</p> <p>Scottish Household Survey 2023 Equalities Outcomes and Mainstreaming Report 2021-2025 Locality Profiles</p>
Consultations with officers or partner organisations	<p>Consultation has taken place internally with the following stakeholders and departments:</p> <ul style="list-style-type: none"> • Finance • Governance & Law • Community Planning & Development • Youth Services <p>Informal dialogue has also taken place with a number of Community Council Liaison Officers from Local Authorities across Scotland</p>
Other:	<p>Reviewing a Community Council Scheme of Establishment must involve three distinct stages of public community consultation. This is a statutory requirement.</p> <p>The Council’s consultation has consisted of online surveys, community drop drop-in events and direct engagement with Community Councils and the Association of Shetland Community Councils.</p>

STEP 3: Screening Assessment of Impact

Please identify the type of impact your proposal will have on those with a protected characteristic. A positive impact is likely to contribute to promoting equality or improving relations within an equality group. A negative impact could disadvantage that particular equality group. A brief explanation should be provided, based on the evidence or information gathered and outlined above.

With reference to each Equalities – Protected Characteristic please note the following:

The starting point, or baseline, for assessment against all the statutory Protected Characteristics criterion has been taken as the current Scheme for the Establishment of Community Councils as available for review [here](#) (hereinafter the Current Scheme) with the ‘proposal’ under scrutiny deemed to be the amendments proposed to the Current Scheme in the form of the final draft amended Scheme (hereinafter the Amended Scheme).

Notwithstanding the absence of any explicit provision within the Amended Scheme in regard to Protected Characteristics, the Council has recognised there are strong justifications tending towards seeking to make community council membership more accessible and open to those whose circumstances bring them within the ambit of any particular protected characteristic and those who may have been traditionally been under-represented on Shetland’s community councils.

The Scottish Household Survey in 2023, found that 24% of adults in Shetland feel they can influence decisions affecting their local area. (34% in 2021 and 30% in 2022). 24% is the second highest percentage in Scotland in 2023, however it is the lowest level seen while monitoring this indicator from 2016. Community Councils are one way that people can get involved and influence decisions affecting their local area. Further work would be required to fully understand the reasons for the lower level in relation to this indicator, but it could indicate that there may be barriers that prevent participation in influencing decisions affecting a local area.

Whereas the Council, pursuant to the Local Government (Scotland) Acts 1973 and 1994, is subject to certain statutory obligations concerning the implementation of a scheme for the establishment of community councils, and, where applicable, the amendment of same, the entities which will then go on to conduct their affairs subject to the Amended Scheme (if approved) are those community councils themselves. Accordingly, it will not be the Council itself which operates per the Amended Scheme (if approved) and so this does act as a form of limitation in terms of the Council’s ability to impact assess in full against each particular protected characteristic but that, following completion of this statutory Scheme review (hereinafter the **Scheme Review**), the Council will, to the extent permissible (bearing in mind that community councils are distinct from the Council), provide assistance to community councils to assist and support them in terms of ensuring they: (1) avoid engaging in direct discrimination altogether; and (2) avoid engaging in indirect discrimination where such conduct would be prohibited (e.g. it

cannot be objectively justified). Such assistance and support is likely to be in the form of general (non-legal advice) guidance and information on such topics.

Community Councils will have access to Protected Characteristics Profiles, which will be published during 2025/26. The Profiles will provide quantitative and qualitative data, alongside desktop research for each of the nine Protected Characteristics.

<u>Equalities – Protected Characteristics</u>	Please identify the type of impact your proposal will have on those who fall into the following categories:		
Age	Positive <input checked="" type="checkbox"/>	Neutral <input type="checkbox"/>	Negative <input type="checkbox"/>
	Justifications tending towards an assessment of “Positive” ...	<p>The Amended Scheme does not have any particular impact in relation to the protected characteristic of age nor does it contain any specific provisions that intend to bring about an age-balanced composition of membership.</p> <p>The reasons for this are: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Dates and times of Community Council meetings are decided by each Community Council. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p> <p>Provision has been made in the Amended Scheme to amend the minimum age for Associate membership from 16 years old to 12 years old, and as a result, access to that category of membership will be opened up to a wider range / number of persons.</p> <p>The Council acknowledges there are particular issues for prospective younger community councillors who are more likely to have younger families and demanding work commitments as opposed to having older families (e.g. adult children, etc.) and are more likely to be retired. Depending on a given</p>	

			<p>community council's workload, becoming a community councillor – for such younger individuals – could well result in a loss of earnings for such a given community councillor. This feeds into the not unreasonable possibility that, where younger people do become community councillors, there is a risk that they may feel they have no option but to give up their community council membership in order to focus more on their career and/or to bring up their families; in turn, potentially creating a period of disruption and/or instability for that community council in the aftermath.</p> <p>Relative to this protected characteristic, the Council considers that community councils may require to consider flexibility with regards meeting times to ensure they are accessible for members of all ages.</p>	
Disability	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>	<p>Justifications tending towards an assessment of "Neutral" ...</p> <p>The Amended Scheme does not have any particular impact in relation to the protected characteristic of disability (either in terms of physical disability or mental impairment) nor does it contain any specific provisions that seek to make Shetland's community council membership more attractive or accessible to individuals with this particular protected characteristic, e.g. to those who may have traditionally found themselves <i>de facto</i> excluded from community council membership by virtue of their disability.</p> <p>The reasons for this are: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Meetings are normally held in a venue located somewhere inside the Community Council area. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p>	Negative <input type="checkbox"/>

			<p>Provision is made in the amended scheme to give the Community Council Chair explicit powers for meetings to be conducted by remote video or telephone link or in any other way which will allow members to participate in the meeting.</p> <p>Relative to this protected characteristic, the Council also considers that community councils may require to consider flexibility with regards meetings times, meeting venue and any other reasonable adjustment to ensure meetings are accessible to any member with a disability.</p>	
Gender Reassignment	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>	<p>Justifications tending towards an assessment of "Neutral" ...</p> <p>The Amended Scheme does not have any particular impact in relation to the protected characteristic of gender reassignment nor does it contain any specific provisions that seek to make Shetland's community council membership more attractive or accessible to individuals with this particular protected characteristic.</p> <p>The reasons for this are: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p>	Negative <input type="checkbox"/>
Marriage and Civil partnership	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>	<p>Justifications tending towards an assessment of "Neutral" ...</p> <p>The Amended Scheme does not have any particular impact in relation to the protected characteristic of marriage and civil partnership nor does it contain any specific provisions that seek to make Shetland's community council membership more attractive or accessible to individuals with this particular protected characteristic.</p> <p>The reasons for this are: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of</p>	Negative <input type="checkbox"/>

			voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.	
Pregnancy and Maternity	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>	<p>The Amended Scheme does not have any particular impact in relation to the protected characteristic of pregnancy and maternity nor does it contain any specific provisions that seek to make Shetland's community council membership more attractive or accessible to individuals with this particular protected characteristic.</p> <p>The reasons for this are: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p> <p>Provision is made in the Amended Scheme affording community councils an explicit power to provide a community councillor with a period of extended leave: see clause 4.2 of the Amended Scheme. It is anticipated that, with respect to pregnant community councillors, this power may be used by community councils to provide such community councillors with a form of <i>de facto</i> 'maternity leave', where so requested. However, per the wording of said clause 4.2, the provision of such leave is at the <i>discretion</i> of each individual Shetland community council. The Council recognises that discretion can be open to abuse, misuse and/or misapplication and that, in the unlikely event of this occurring, a pregnant community councillor may have been discriminated against (whether: directly; or indirectly without objective justification). Relative to this protected characteristic, the Council also considers that community councils may require to consider flexibility with regards meeting times to ensure they are accessible for members</p>	Negative <input type="checkbox"/>

			with childcare responsibilities towards babies and infants (but also towards older children more generally).	
Race	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>		Negative <input type="checkbox"/>
		<p>Justifications tending towards an assessment of "Neutral" ...</p> <p>The Amended Scheme does not have any particular impact in relation to the protected characteristic of race nor does it contain any specific provisions that seek to make Shetland's community council membership more attractive or accessible to individuals with this particular protected characteristic, e.g. seeking to have community council membership compositions which more accurately reflect the demographics of their local area or includes those from traditional 'non-British' backgrounds (e.g. immigrants, refugees, etc.)</p> <p>The reasons for this are: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p>		
Religion or Belief	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>		Negative <input type="checkbox"/>
		<p>Justifications tending towards an assessment of "Neutral" ...</p> <p>The Amended Scheme does not have any particular impact in relation to the protected characteristic of religion or belief nor does it contain any specific provisions that seek to make Shetland's community council membership more attractive or accessible to individuals with this particular protected characteristic, e.g. seeking to have community council membership compositions which include those from a broad range of faiths and philosophical beliefs as well as those of no faith.</p> <p>The reasons for this are: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that</p>		

			area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.	
Sex	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>	<p>Justifications tending towards an assessment of "Neutral"</p> <p>...</p> <p>The Amended Scheme does not have any particular impact in relation to the protected characteristic of sex nor does it contain any specific provisions that seek to make Shetland's community council membership more attractive or accessible to individuals with this particular protected characteristic, e.g. seeking to have gender-balanced community council memberships across Shetland.</p> <p>The reasons for this are: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p>	Negative <input type="checkbox"/>
Sexual Orientation	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>	<p>Justifications tending towards an assessment of "Neutral"</p> <p>...</p> <p>The Amended Scheme does not have any particular impact in relation to the protected characteristic of sexual orientation nor does it contain any specific provisions that seek to make Shetland's community council membership more attractive or accessible to individuals with this particular protected characteristic, e.g. seeking to have community council membership which more accurately reflects the sexual orientation makeup of the relevant local community.</p> <p>The reasons for this are: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their</p>	Negative <input type="checkbox"/>

			communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.	
<u>Fairer Scotland Duty</u> - Socio-economic Inequalities	Please identify the type of impact your proposal will have on low-income households.			
Low income / income poverty	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>		Negative <input checked="" type="checkbox"/>
		<p>Justifications tending towards an assessment of "Neutral" ...</p>	<p>The Scheme of Establishment update does not have any particular impact in relation to those who have low income / income poverty. The reasons relied on for reaching this conclusion are as follows: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p> <p>It is noted that those on lower incomes are more likely to do shift work and/or have to work anti-social hours. Low-income workers may also have childcare responsibilities and limited means to meet childminding responsibilities. Low-income workers may not have access to technology needed to receive Community Council papers electronically.</p> <p>Notwithstanding access to technology, provision is made in the amended scheme to give the Community Council Chair explicit powers for meetings to be conducted by remote video or telephone link or in any other way which will allow members to participate in the meeting. Relative to this, the Council also considers that community councils may require to consider flexibility with regards meetings times and meeting venue to ensure they are accessible to any member with a low income / income poverty.</p>	

			The Council intends to further promote this issue by carrying out awareness raising via Community Council elections, producing guidance and providing training to Community Councils.	
Low and/or no wealth	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>	<p>The Scheme of Establishment update does not have any particular impact in relation to those who have low and/or no wealth. The reasons relied on for reaching this conclusion are as follows: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p> <p>It is noted that those with low or no wealth are more likely to do shift work and/or have to work anti-social hours. Low wealth workers may also have childcare responsibilities and limited means to meet childminding responsibilities. Low wealth workers may not have access to technology needed to receive Community Council papers electronically.</p> <p>Notwithstanding access to technology, provision is made in the amended scheme to give the Community Council Chair explicit powers for meetings to be conducted by remote video or telephone link or in any other way which will allow members to participate in the meeting. Relative to this, the Council also considers that community councils may require to consider flexibility with regards meetings times and meeting venue to ensure they are accessible to any member with a low and/or no wealth.</p> <p>The Council intends to further promote this issue by carrying out awareness raising via Community Council elections, producing guidance and providing training to Community Councils.</p>	Negative <input type="checkbox"/>
		Neutral <input checked="" type="checkbox"/>		

Material deprivation	Positive <input type="checkbox"/>	Justifications tending towards an assessment of "Neutral" ...	<p>The Scheme of Establishment update does not have any particular impact in relation to those who have material deprivation. The reasons relied on for reaching this conclusion are as follows: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p> <p>It is noted that those materially deprived or on lower incomes are unlikely to have access to a private vehicle to attend meetings in person. Using public transport relies on individuals having the means to meet the cost of fares.</p> <p>Notwithstanding access to technology, provision is made in the amended scheme to give the Community Council Chair explicit powers for meetings to be conducted by remote video or telephone link or in any other way which will allow members to participate in the meeting.</p> <p>The Council intends to further promote this issue by carrying out awareness raising via Community Council elections, producing guidance and providing training to Community Councils.</p>	Negative <input type="checkbox"/>
Area deprivation	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/> Justifications tending towards an assessment of "Neutral" ...	<p>The Scheme of Establishment update does not have any particular impact in relation to those who have area deprivation. The reasons relied on for reaching this conclusion are as follows: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their</p>	Negative <input type="checkbox"/>

			<p>communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p> <p>The Council intends to further promote this issue by carrying out awareness raising via Community Council elections, producing guidance and providing training to Community Councils.</p>	
Socio-economic background	Positive <input type="checkbox"/>	Neutral <input checked="" type="checkbox"/>		Negative <input type="checkbox"/>
		<p>Justifications tending towards an assessment of "Neutral" ...</p>	<p>The Scheme of Establishment update does not have any particular impact in relation to those with socio-economic backgrounds. The reasons relied on for reaching this conclusion are as follows: elections to the Community Council must be held in accordance with the Local Election Rules of the Scheme. Anyone aged 16 years or over, who is registered on the Local Government Electoral Register for that area can stand for election, with contested seats being decided by a poll of voters. Community Councils must comply with equal opportunities legislation and should recognise and value diversity in their membership and in their communities, ensuring that equality of opportunity be given to every resident to have their knowledge, opinion, skill and experience taken into account.</p> <p>The Council intends to further promote this issue by carrying out awareness raising via Community Council elections, producing guidance and providing training to Community Councils.</p>	

Outcome of Screening Process		
If any negative impacts have been identified above, a Full Impact Assessment will be required (Step 4).		
Will a Full Impact Assessment (FIA) be required for:		
Equalities	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Fairer Scotland Duty	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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If a Full Impact Assessment (FIA) is not required, do not complete Step 4 or 5 and proceed to Steps 6 & 7.

STEP 4: Full Impact Assessment			
The full impact assessment must be completed where negative impacts have been identified at Step 3 above. Each of the negative impacts identified at Step 3 above will be explored in more detail to identify whether the proposal has a low, medium or high impact and whether there are any appropriate mitigating actions or changes that can be put in place to lessen that impact.			
Protected Characteristic	Identified Negative Impact from Step 3	Low /Medium / High Negative Impact	Mitigating Actions/Changes Please state and summarise your mitigating actions or changes to the proposal for the negative impact(s) identified in Step 3.
Type of Socio-Economic Disadvantage	Identified Negative Impact from Step 3	Low/ Medium / High Negative Impact	Mitigating Actions/Changes Please state and summarise your mitigating actions or changes to the proposal for the negative impact(s) identified in Step 3.

STEP 5: Monitor & Review	
What will change as a result of this proposal?	
How will the implementation of the proposal and any impacts be monitored?	
When is the proposal due to be reviewed?	
Who is responsible for ensuring this happens?	

STEP 6: Decision	
Implement proposal with no amendments	<input checked="" type="checkbox"/>
Implement proposal taking account of mitigating actions as outlined above.	<input type="checkbox"/>
Reject proposal due to disproportionate negative impact.	<input type="checkbox"/>
Reason for decision: No negative impacts identified, therefore no full assessment required.	

Authorisation		
Title of Policy / Proposal:	Community Council Scheme of Establishment	
Directorate and Service:	Development, Community Planning & Development	
Policy and assessment author (s)	Name: Michael Duncan	Name: Vaila Simpson
	Job title: Community Council Liaison Officer	Job title: Executive Manager – Community Planning & Development
	Date: 18/3/2025	Date: 18/3/2025
Authorised and approved by Director or Executive Manager	Name: <i>Ken Grant</i>	
	Job title: <i>Director of Development Services</i>	
	Date: 21/3/25	

STEP 7: Publication

Please include a detailed summary of the result of the assessment in any Council reports.

This summary and the EQIA should now be published at Diversity and Inclusion – Shetland Islands Council