
Island Communities Impact Assessments

Template Form



SHETLAND
ISLANDS COUNCIL

Island Communities Impact Assessment

Insert Policy, Strategy or Service Title

| PRELIMINARY CONSIDERATIONS | Responses |
|--|---|
| Please provide a brief description or summary of the policy, strategy or service under review for the purposes of this assessment. | Shetland Community Learning and Development Plan (CLD) 2024 - 2027 |
| STEP 1 - Develop a clear understanding of your objectives | Responses |
| What are the objectives of the policy, strategy or service? | Shetland Islands Council has a statutory duty under The Requirements for Community Learning and Development (Scotland) Regulations 2013 to produce a three-year plan, which outlines how Community Learning and Development (CLD) will be coordinated and delivered in the local authority area. The purpose of the CLD Plan is empowering people, individually and collectively, to make positive changes in their lives and in their communities, through learning. |
| Do you need to consult? | Initial consultation has taken place with young people, adults, volunteers, community representatives and CLD partners to inform the development of this Plan. Further consultation and engagement will be carried out in 2025 and an updated Plan published in September 2025, for years 2 and 3, to reflect the Government recommendations on the Independent Review of Community Learning and Development (CLD). |
| How are islands identified for the purpose of the policy, strategy or service? | There is no distinction made for islands. The Plan will apply regardless of geographic location. |
| What are the intended impacts/outcomes and how do these potentially differ in the islands? | Improving life chances for people of all ages, through learning, personal development and active citizenship; and building stronger, more resilient, supportive, influential and inclusive communities. There is no differential impact on islands. |

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| Is the policy, strategy or service new? | Yes, the Plan is new, and replaces the 2018 – 2021 Plan on a rolling 3-year cycle. |
| STEP 2 - Gather your data and identify your stakeholders | Responses |
| What data is available about the current situation in the islands? | The Council and wider CLD Partnership hold a wealth of information about CLD activity in the islands, including data and priorities within Shetland’s Partnership Plan, and the Islands with Small Populations Locality Plan. |
| Do you need to consult? | Community engagement is an ongoing and integral part of CLD. Partners and stakeholders will be involved in ongoing dialogue around CLD planning and priorities via a CLD Community Engagement Network |
| How does any existing data differ between islands? | The nature of working with different island communities with different characteristics and challenges, means that data very often differs between islands, requiring a different response to meet localised needs |
| Are there any existing design features or mitigations in place? | The Islands With Small Populations Locality Plan is a Locality Plan as defined under Part 2 of the Community Empowerment (Scotland) Act, 2015 and enables communities and partners to find innovative solutions to key local challenges |
| STEP 3 - Consultation | Responses |
| Who do you need to consult with? | Young people, adults, volunteers, community representatives and CLD partners |
| How will you carry out your consultation and in what timescales? | Shetland CLD Partnership will coordinate a series of community conversations in 2025 to inform the development of priorities and actions for the remaining 2 years of the Plan |
| What questions will you ask when considering how to address island realities? | We will focus on development of relationships between those living within and the people responsible for delivering services in island communities. What can we help you do? |

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| What information has already been gathered through consultations and what concerns have been raised previously by island communities? | Issues raised through the Islands with Small Populations project include communications between agencies and islands, speed at which services respond to issues, connectivity and involvement in redesigning services |
| Is your consultation robust and meaningful and sufficient to comply with the Section 7 duty? | YES |
| STEP 4 - Assessment | Responses |
| Does your assessment identify any unique impacts on island communities? | NO |
| Does your assessment identify any potential barriers or wider impacts? | NO |
| How will you address these? | N/A |
| <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> <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. | |

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| 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? | |
| STEP 7 - Publishing your ICIA | Responses |
| Have you presented your ICIA in an Easy Read format? | N/A as no ICIA carried out beyond this screening exercise |
| 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 website |
| Who will sign-off your final ICIA and why? | N/A |

ICIAs 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.

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| ICIA completed by: | June Porter |
| Position: | Team Leader, Community Development |
| Signature: | <i>June Porter</i> |

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| Date complete: | 13 th August 2024 |
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| ICIA approved by (Executive Manager or Director): | Vaila Simpson |
| Position: | Executive Manager, Community Planning and Development |
| Signature: | |
| Date approved: | 14 th August 2024 |

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.