

SCHEDULE

Regulation 5

APPLICATION FOR REVIEW OF DECISION RELATING  
TO ISLAND COMMUNITY IMPACT ASSESSMENT

REGULATION 5 OF THE ISLAND COMMUNITIES IMPACT ASSESSMENTS  
(PUBLICATION AND REVIEW OF DECISIONS) (SCOTLAND) REGULATIONS 2020

**Notes:**

1. This form is to be used by an applicant applying for a review of a decision relating to an island community impact assessment (“ICIA”) under regulation 5 of the Island Communities Impact Assessments (Publication and Review of Decisions) (Scotland) Regulations 2020.
2. You may download this form and complete it manually or electronically.
3. If you complete the form manually, please do so using black or blue ink and capital letters.
4. Whether you complete the form manually or electronically, you may continue any answer on a separate sheet of paper. If you do this, please—
  - indicate on the form where any answer is given or continued on a separate sheet,
  - indicate on each separate sheet the question number(s) to which it relates.
5. This form must be submitted directly to the relevant authority identified in Section 3. For details of where to send this form and attached documents, please visit [www.gov.scot](http://www.gov.scot) and search for “empowering our island communities”.
6. Failure to supply all relevant information could invalidate your application.

**SECTION 1 - WHO IS APPLYING**

1.1 Please put an “X” in the relevant box:—

Applicant is an individual

Applicant is a community controlled body

Applicant is a relevant local authority

1.2 Please state who is applying for the review:

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

## SECTION 2 – DETAILS OF WHO IS APPLYING

2.1 Please supply the contact details of the applicant:

Postal Address:

Postcode:

E-mail:

2.2 Please confirm if you agree to all correspondence regarding your application being sent by e-mail (put an X in the box)? Yes  No

## SECTION 3 – DETAILS OF RELEVANT AUTHORITY

3.1 Please provide the name of the relevant authority who made the decision which you are applying to have reviewed:

## SECTION 4 – GROUNDS FOR REVIEW

4.1 Please mark an “X” in the relevant box to confirm which ground applies to this application (tick one box only, unless both grounds (ii) and (iii) apply):

- (i) the applicant disagrees with the published explanation of the relevant authority for not preparing an island communities impact assessment,
- (ii) the applicant considers that the relevant authority, in making its decision, has failed to describe the likely significantly different effect of the policy, strategy or service (as the case may be),
- (iii) the applicant considers that the relevant authority, in making its decision, has failed to assess the extent to which the relevant authority considers that the policy, strategy or service (as the case may be) can be developed or delivered in such a manner as to improve or mitigate, for island communities, the outcomes resulting from it, or
- (iv) the relevant authority has reviewed a policy, strategy or service and has decided not to prepare an island communities impact assessment for that policy, strategy or service and has not published an explanation for not preparing an island communities impact assessment and the applicant considers that policy, strategy or service has an effect on an island community which is significantly different from its effect on other communities (including other island communities) in the area in which the relevant authority exercises its functions.

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## SECTION 5 – DETAILS OF DECISION TO WHICH THE APPLICATION RELATES

5.1 Please supply the following details about the decision:

Has an ICIA been prepared? (put an X in the box)?      Yes       No

If Yes, date of publication of ICIA:

If No, has the relevant authority published reasons for not preparing an ICIA? (put an X in the box)      Yes       No

If Yes, date of publication of reasons:

If No, please provide details of the policy, strategy or service to which this application relates:

## SECTION 6 - STATEMENT OF REASONS

6.1 You **MUST** state, in full, why you are applying for a review of the relevant authority's decision. Your statement must set out all matters you consider require to be taken into account in determining the review.

Note: you might not have a further opportunity to add to your statement of reasons at a later date, so it is essential that you produce all of the information you want the decision-maker to take into account. You will though be entitled to comment on (i) any additional matter which may be raised by the relevant authority in its response to your application, or (ii) any representations the relevant authority might receive from any other person or body.

State the reasons for your application and all matters you wish to raise here. (If necessary, this can be continued or provided in full on a separate document.)

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**SECTION 7 - STATEMENT DEMONSTRATING DIRECT EFFECT**

7.1 You **MUST** state, in full, how you have been, or are likely to be, directly affected by the policy, strategy or service to which the decision relates.

**SECTION 8 - LIST OF DOCUMENTS / EVIDENCE**

8.1 Please provide a list of all documents, materials and evidence which you have provided with your application and intend to rely on in support of your application and ensure that the documents are clearly numbered (if necessary, this can be continued or provided in full on a separate document).

**The relevant authority will publish all documents relating to the review on its website.**

If you take part in the review process or use the website of the relevant authority, the relevant authority may collect certain information about you. If the relevant authority is the Scottish Ministers, to find out more about what information is collected and how the information is used and managed, please read the Scottish Government island community impact assessments review of decisions procedure privacy notice on the Scottish Government Website [www.gov.scot](http://www.gov.scot). For any other relevant authority, please see the website of that relevant authority for details of their privacy notice.

**DECLARATION**

I apply to the Relevant Authority as set out on this form and supporting documents.

Signed

Date

This form and all supporting documents should be sent to the relevant authority identified in Section 3. Details of the contact addresses for each relevant authority can be found on the Scottish Government Website [www.gov.scot](http://www.gov.scot).