

Item: 8

Policy and Resources Committee: 23 September 2025.

Throughcare and Aftercare Financial Policy and Procedure.

Report by Chief Officer, Orkney Health and Social Care Partnership.

1. Overview

- 1.1. April 2024 saw a new management structure within the Throughcare and Aftercare service with changes to the team and Service Manager, along with the recruitment of a permanent Head of Service. The priority for this management team has been progressing an improvement plan, with a key task being the implementation and review of policy and procedure.
- 1.2. A draft Throughcare and Aftercare Financial Policy and Procedure was proposed in 2021, however, this was never formally ratified through the Council's governance processes.
- 1.3. Action is therefore required to ensure scrutiny and governance around Council expenditure and to ensure that financial practices in this area are consistent, equitable and minimise errors and misunderstanding.
- 1.4. A proposed Policy and Procedure around the financial support that the Council should provide to eligible young people in Throughcare and Aftercare Services is attached as Appendix 1 to this report.
- 1.5. The Policy sets out the framework of financial support that can be provided for young people entitled to throughcare and aftercare support. It details the allowances and grants that can be provided and the expectations about how financial support should be used. It also explains the circumstances in which any additional payments can be made.

2. Recommendations

- 2.1. It is recommended that members of the Committee:
 - i. Approve the Throughcare and Aftercare Financial Policy and Procedure, attached as Appendix 1 to this report.

3. Background

- 3.1. This is the first time that a Throughcare and Aftercare Financial Policy and Procedure has been submitted for scrutiny by the Committee, however, the duty in this area of practice derives from the Children (Scotland) Act 1995 and with subsequent amendments).
- 3.2. Support for young people who have been Looked After should be holistic however financial provision provides a key and important aspect to this.
- 3.3. Throughcare is the support and advice offered to young people as they move to live more independently.
- 3.4. Aftercare is the ongoing support and advice offered to young people which can carry on until their 26th birthday or beyond in some instances.
- 3.5. Many young people who have been looked after away from home have the right to 'stay put' in their current care setting until they turn 21. This is known as 'Continuing Care'. Young people are encouraged to take advantage of this right and to 'stay put' for as long as they need.
- 3.6. A more detailed overview of the legal context is discussed within the proposed Policy and Procedure, attached at Appendix 1.
- 3.7. Financial support for throughcare and aftercare for care leavers is crucial for their successful transition to independent living, as it helps them secure stable housing, cover essential living expenses, and access opportunities for education, training and employment. This support can significantly improve their outcomes, reducing the risk of homelessness, poverty and other negative consequences associated with leaving care.
- 3.8. Care leavers' poor outcomes across a range of areas have been well documented since the 1980s. Their vulnerability to homelessness, poor educational achievement, mental ill health and offending is well understood but this understanding has not necessarily led to improved practice. The reason for lack of progress is unclear. There has been a suggestion that local authorities fail to meet their corporate responsibilities. Research shows only 39% of care leavers receive a Throughcare Service; 40% have no formal leaving care review; 40% leave care with no information on education, employment and training and evidence suggests many leave care prematurely as well as ill equipped.

- 3.9. All eligible young people in Orkney who consent to aftercare support are allocated a worker who assesses their needs which results in an individual Pathway Plan. This plan is regularly reviewed by an Independent Reviewing Officer who ensures that the council is acting within its Corporate Parenting duties.
- 3.10. Poor outcomes may also be due to lasting effects of childhood trauma that can be resistant even to concerted efforts by dedicated social care agencies. Influential attachment theorists, such as John Bowlby and Kate Cairns, have emphasised the long-term impact that separations and rejections can have on children's cognitive, emotional, physical and social development. An important element of the support of social work within throughcare and aftercare is knowing that even where others have not been relied on that young people can turn to their corporate parents to consistently advise, assist and befriend. It is therefore important to have clear and understandable policies in terms of what possible support can be accessed.
- 3.11. The proposed Policy applies to young people for whom Orkney is the 'Responsible Local Authority'. The Responsible Local Authority is the authority that is currently looking after, or last looked after, the young person, regardless of where they now live.
- 3.12. Orkney is not the Responsible Local Authority for care experienced young people who have moved to the area from other Local Authorities. There may be occasions when a care experienced person eligible for support moves to Orkney and this Authority agrees to offer proxy support on behalf of the Responsible Authority. This would be a decision taken based on the best interests of the care experienced person. Any financial costs would be retained by the Responsible Authority.
- 3.13. Orkney's Good Parenting Plan 2020-2025 is currently under review with a new plan to take effect 2026.
- 3.14. Section 17 of the Children (Scotland) Act 1995 spells out the statutory responsibilities of Local Authorities to looked after children/care experienced children and young people.
- 3.15. The Children and Young People (Scotland) Act 2014 Part 9 has defined "corporate parenting" and the responsibilities of different corporate bodies to work together to assess and meet the well-being needs of looked after children. Schedule 4 of the Act lists all the bodies that may play a part.

- 3.16. The Plan will outline the individual and collective responsibilities of corporate parents/good parents in Orkney, encompassing health, education, police, housing, mental health services, social work and any other professional/service who work with care experienced children and young people on a statutory basis.

4. Financial Implications

- 4.1. At 16 years of age individuals in Scotland can make their own choices about where to live including if they wish to remain looked after or in continuing care provisions. Whilst continuing care is encouraged, a small number of 16 and 17 year olds move onto living independently. With this in mind, and given that some care experienced young people are not able to claim Universal Credit, the Local Authority is required to set out how it proposes to address the living costs for 16 and 17 year olds wanting to make the transition from care into independent living. Section 4 of the attached Policy and Procedure sets out the proposed type of financial support in relation to this.
- 4.2. Young People between the age of 16 and 25 who meet the eligibility criteria set out in section 4.2 of the attached Policy are provided with a Government Grant of up to £2,000 to support them in making the transition to living independently. Section 5 of the attached Policy sets out how this grant is arranged and managed.
- 4.3. Section 6.4 of the proposed Policy sets out the circumstances when payment of discretionary grants and allowances can be made. Social Workers and their managers must act in accordance with financial regulations and our 'Good Parenting Principles' and ensure robust checks and balances are in place to ensure equity and financial governance assurance.
- 4.4. At present Orkney Islands Council is actively supporting 21 young people with aftercare support via an allocated worker. There are less than five young people currently supported in throughcare who will move into aftercare services.
- 4.5. Not all young people who are eligible for day-to-day support wish to accept this from Orkney Islands Council, however all accept the financial support of the leaving care grant.
- 4.6. It is not possible to confirm the exact number of young people who will be entitled to the grant in any given year, though based on current data it is likely to be no more than two or three.

- 4.7. In financial year 2024/25, the amount approved on grants and discretionary payments for care experienced children and young people in Orkney totalled £17,008.

5. Legislative position

- 5.1. The Children (Care, Care Experience and Services Planning) (Scotland) Bill was introduced to the Scottish Parliament on 17 June 2025, the first step in the process towards becoming an Act.
- 5.2. The Bill, formerly known as the Promise Bill, is part of the Scottish Government's commitment to keeping The Promise by 2030 and will, if passed into law, introduce changes to the services and support provided to care experienced children, young people, and adults.
- 5.3. The eight key areas that the Bill addresses are:
- Extension of eligibility to receive aftercare support to young people who have been in care prior to their 16th birthday.
 - Introduction of a right to advocacy for children, young people and adults with care experience.
 - Actions to improve the language of care, including a universal definition of 'care experienced'.
 - Legislative steps to tackle profit from residential care.
 - Strengthening the not for profit principle in relation to foster care.
 - Introduction of a national register for foster carers.
 - Redesign of the Children's Hearing's System.
 - Extension of the statutory responsibility to Integration Joint Boards in the development of Children Services Plan.
- 5.4. In addition, in a change to corporate parenting duties currently towards children who are 'looked after' and young people who leave care after the age of 16 until their 26th birthday ('care leavers'), the Bill includes a provision for extending these corporate parenting duties to all children and young people under 26 with experience of care (i.e. to include those formerly 'looked after' before the age of 16).
- 5.5. If the Bill is passed and becomes Law, the attached Throughcare and Aftercare Policy will be reviewed in line with any updated legislated care, support and financial obligations.

For Further Information please contact:

Darren Morrow, Head of Children, Families and Justice Services and Chief Social Work Officer, extension 2611, Email: darren.morrow@orkney.gov.uk.

Implications of Report

1. **Financial:** Detailed in section 4.
2. **Legal:** Section 5 details the implications of the potential new legislation.
3. **Corporate Governance:** Not applicable.
4. **Human Resources:** Not applicable.
5. **Equalities:** An Equality Impact Assessment has been undertaken and is attached as Appendix 2 to this report.
6. **Island Communities Impact:** An Island Communities Impact Assessment has been undertaken and is attached as Appendix 3 to this report.
7. **Links to Council Plan:** The proposals in this report support and contribute to improved outcomes for communities as outlined in the following Council Plan strategic priorities:
 - ☐ Growing our economy.
 - ☒ Strengthening our Communities.
 - ☐ Developing our Infrastructure.
 - ☐ Transforming our Council.
8. **Links to Local Outcomes Improvement Plan:** The proposals in this report support and contribute to improved outcomes for communities as outlined in the following Local Outcomes Improvement Plan priorities:
 - ☐ Cost of Living.
 - ☐ Sustainable Development.
 - ☒ Local Equality.
 - ☐ Improving Population Health.
9. **Environmental and Climate Risk:** Not applicable.
10. **Risk:** Not applicable.
11. **Procurement:** Not applicable.
12. **Health and Safety:** Not applicable.
13. **Property and Assets:** Not applicable.
14. **Information Technology:** Not applicable.
15. **Cost of Living:** Supporting care experienced young people will ensure their successful transition into adulthood considering the current cost of living crisis.

List of Background Papers

Orkney's Good Parenting Plan 2020-2025.

Independent Care Review The Promise 2020.

Biehal, Claydon, Stein and Wade, 1992; Stein and Wade, Scottish Executive, 2002a, 2002.

Develop A More Inclusive Society, Scottish Executive, 2002b.

Getting A Chance, Lakey, Barnes and Parry, 2001.

Making and Breaking of Affectional Bonds, Bowlby, 1979.

Attachment Theory Therapeutic Implications, Cairns 2002.

Appendices

Appendix 1: Throughcare and Aftercare Financial Policy and Procedure.

Appendix 2: Equality Impact Assessment.

Appendix 3: Island Communities Impact Assessment.



Working together to make a real difference

Throughcare and Aftercare Financial Policy and Procedure

Orkney Health and Care

This document sets out the framework of financial support that can be provided for young people entitled to throughcare and aftercare support. It details the allowances and grants that can be provided and the expectations about how financial support should be used. It also explains the circumstances in which any additional payments can be made.

The information set out here is the current and primary source of information about finances for young people who are entitled to this provision.

Contents

1. Introduction	2
2. Our Values.....	2
3. Principles for the provision of financial support.....	4
4. Living costs for 16 and 17 year olds	5
5. Leaving Care Grant and Associated Housing Costs.....	6
6. Additional Grants and Allowances	7
7. Payment Procedure	14
8. Right to Make Representations and Complaints.....	15
9. Version History	15
Appendix 1: The Legal Context	17
Appendix 2: The Policy Context.....	19
Appendix 3: Operational Documents	21

1. Introduction

1.1. The purpose of this policy is to set out the framework for the provision of financial support for young people who are moving on from the care of Orkney Islands Council.

1.2. The legal context derives from the Children (Scotland) Act 1995 (with subsequent amendments). Local authorities have a legal duty to:

- Prepare young people for leaving care or ceasing to be looked after; and
- Provide advice and assistance to young people who have ceased to be looked after on or after their 16th birthday. Local authorities are legally required to provide aftercare support until the young person leaving care becomes 19, and to assess any eligible needs for aftercare support until they turn 26 (or beyond in some cases).

A more detailed overview of the legal context is set out in Appendix 1.

1.3. Support for young people who have been Looked After should be holistic and financial provision represents only one aspect of this. The Social Work Service provides dedicated support for care experienced young people to ensure that practical help, advice and guidance, social and emotional support are available when needed.

1.4. Many young people who have been Looked After Away from Home have the right to 'stay put' in their current care setting until they turn 21; there are some exceptions set out in Appendix 1. This is known as 'Continuing Care' and it eases the transition into adult life. Young people are encouraged to take advantage of this right and to 'stay put' for as long as they need. They may apply for the financial support set out below at the point of moving on to independent living.

1.5. This policy applies to young people for whom Orkney is the 'Responsible Local Authority'. The Responsible Local Authority is the authority that is currently looking after, or last looked after, the young person, regardless of where they now live. Orkney is not the Responsible Local Authority for care experienced young people who have moved to the area from the care of other Local Authorities. With that said, in some aftercare situations, whereby, a young adult has relocated to Orkney, when for example due to proximity from Responsible Authority hindering their ability to provide the required support, Orkney would agree to provide intermediary support to care experienced children and young people, adults who reside in Orkney. These decisions would be informed by discussions between both Local Authorities and considering ordinary residence protocols, before any decisions regarding responsibilities agreed. Legal advice may be required in these instances. Any Financial commitments would not transfer to Orkney as a result of these discussions and would be retained by the Responsible Authority.

2. Our Values

2.1. Orkney Islands Council acknowledges 'These are our Bairns', Scottish Government good practice guidance 2008. Legislation in 2014 embedded this good practice in law and gave the Council and Community Planning Partners statutory

duties as corporate parents. Whilst this remains the legal terminology it has become clear that young people dislike the expression and there is a shift towards using the language of good parents. One aspect of good parenting is the provision of continuing support for care experienced young people making the transition to adult life. As 'Good Parents' the Council:

- Accepts responsibility for Looked After Children and Young People.
- Will make their needs a priority.
- Seeks for them the same outcomes any good parent would want for their own children.

2.2. Orkney's Good Parenting Plan 2020-2025 reaffirms the commitment 'to ensure that our Care Experienced Children and Young People have the best possible start in life. We will support and care for them as our own, and ensure they have every opportunity to reach their full potential and succeed in life'. The Plan states that 'In Orkney, we will challenge each other to be 'good parents' and continually ask:

- 'What would a good parent do?'.
- 'What would a good parent aspire to for their child?'.
- 'How will we behave as good parents and be responsible to young people?' (see Appendix 2).

2.3. Provision for care experienced young people is based on the understanding of wellbeing needs set out in the national childcare improvement framework Getting It Right for Every Child (GIRFEC). The framework embeds the articles of the United Nations Convention on the Rights of the Child (UNCRC) into practice and promotes a rights-based approach. Scotland is the first country in the UK to directly incorporate the United Nations Convention on the Rights of the Child (UNCRC) into domestic law. The United Nations Convention on the Rights of the Child (Incorporation) (Scotland) Act was passed by the Scottish Parliament on 16 March 2021, it was later amended and received Royal Assent on the 16 June 2024, with the provisions coming into force on 16 July 2024. GIRFEC identifies that young people in Scotland should be 'safe, healthy, achieving, nurtured, active, responsible, respected and included'.

2.4. The Scottish Care Leavers Covenant also informs the approach set out in Orkney's Good Parenting Plan. One of the guiding principles is 'assumption of entitlement' i.e. that Corporate Parents will assume all young people leaving care are entitled to services, support, and opportunities, up to their 26th birthday. In Orkney there is also the commitment to extend this past their 26th birthday where advice and guidance may be required. Where discretion exists in definitions of vulnerability, or in giving priority access, these will be in favour of young people leaving care (See Appendix 2).

2.5. The Independent Care Review reported in 2020. It provides 'The Promise' and 'The Plan' for young people in Scotland who are care experienced, see Appendix 2. The key ambition is for Scotland 'to be the best place in the world to grow up so that children are 'loved, safe, and respected and realise their full potential' (The Promise 2020, page 4).

'The Promise' reminds us that 'Parenting does not stop at 18. Throughout the Plan, Scotland must continue to consider how to create greater equity and opportunity for care experienced young adults. That consideration must include how to increase opportunity for care experienced young people to access employment, training, stable housing and support' (The Promise 2020, page 94).

3. Principles for the provision of financial support

3.1. The welfare of the young person is the paramount consideration in every decision.

3.2. The views of the young person should be ascertained and considered in respect of every significant decision about them.

3.3. It is essential to recognise the diversity of the needs of young people and to respond with sensitivity, care and compassion.

3.4. As good parents the Council should ensure young people have adequate resources to support them as they move towards a life of independence, self-reliance, and stability. The Council does not have unlimited resources but will always give fair and reasonable consideration to any requests for assistance which are made as all good parents do.

3.5. The Council can provide financial support when there are no other benefits, bursaries, grants, sponsorship, or sources of funding available. The Throughcare and Aftercare Social Worker can provide advice and information about these sources of funding and help with any application process required. Other agencies also have corporate parenting responsibilities and can provide additional support and advice for care experienced young people. Section 17 of the 1995 Act (The Children (Scotland) Act) spells out the statutory responsibilities of Local Authorities to look after children/care experienced children and young people. The Children and Young People Act 2014 Part 9 has defined "corporate parenting" and the responsibilities of different corporate bodies to work together to assess and meet the well-being needs of looked after children. Schedule 4 of the Act lists all the bodies that may play a part. Orkney's Good Parenting Plan will outline the individual and collective responsibilities of Corporate Parents/Good Parents in Orkney, encompassing health, education, police, housing, mental health services, social work and any other professional/ service who work with care experienced children and young people on a statutory basis.

3.6. Young people are strongly discouraged from entering into credit agreements or taking loans which should not be recommended or required.

3.7. To promote independence, dignity and normalisation of experience, payments should be made directly to young people wherever possible to enable them to purchase goods and services directly. This excludes accommodation costs, which may be paid direct to accommodation providers.

3.8. The Council provides adequate funding to ensure that all goods and services required by young people can be obtained from reputable suppliers or service providers and meet relevant safety and hygiene standards. Young people are

supported to develop their knowledge and understanding of how to make suitable safe purchasing choices. This support will be developed through close working and effective relationships with the care staff who are best placed to work directly with the young person.

3.9 With the exception of emergencies, any travel provided should be via the most economical route, booked in advance and should utilise any discounts available, for example, a Young Scot card, ADS, or Islander discount.

3.9. Making choices about use of resources requires judgement which develops with experience and guidance. Carers should prepare young people for independence as far as possible and must provide guidance about managing finances. As with all our lives, mistakes will inevitably be made and 'learning through experience' should be reflected upon and viewed as personal development. If young people get into difficulties the response will be constructive and directed towards finding the best way forward, solution focussed.

3.10. In addition to necessities, care experienced young people should have access to opportunities and experiences which promote their wellbeing and personal development. They should not be disadvantaged in situations when good parents would intervene to facilitate such experiences.

4. Living costs for 16 and 17 year olds

4.1. Whilst Continuing Care is encouraged, a small number of 16 and 17 year olds move on to living independently from the outset.

4.2. Some care experienced young people aged 16 and 17 are not able to claim Universal Credit. Young people who meet the following eligibility criteria must be provided with accommodation and financial support by Orkney Islands Council if they live independently and:

- They were looked after by the Council in foster care, kinship care or residential care at their 16th birthday or after that date.
- They were looked after away from home by the local authority for at least thirteen weeks after the age of 14 (the 13 weeks does not have to be a continuous period).
- They are no longer looked after by the Council.

4.2.1. There are some exceptions: young people who have limited capability for work and young people who are responsible for a child are entitled to other benefits and will not usually require financial support. However, they remain eligible to have their accommodation costs provided.

4.3. The amount of financial support for care leavers aged 16 and 17 should be at least the equivalent of the social security benefit from which the young person is excluded. The current rate of Universal Credit for a single person aged under 25 is £79.25 a week.

4.4. The Council will cover the following housing costs for eligible 16 and 17 year olds:

- Rent (paid directly to accommodation provider).
- Contents insurance, internet connection and TV licence (if required).
- Any essential health costs not covered by NHS.

4.5. The sums in 4.3 and 4.4 can be paid weekly, two-weekly or monthly, depending on what is most helpful for the individual. The young person will be encouraged to accept and manage monthly payments from the age of 17 years and six months, to aid the transition to Universal Credit which is paid monthly from the age of 18.

4.6. One extra month of allowances will be paid when the young person reaches the age of 18 to 'buffer' the transition to Universal Credit. This is due to the delay that will be present in the receipt of benefit from the point that they can be claimed and the young person leaving their carer. Carers are not provided with additional funds to support the young people to transition into independence.

4.7. If a young person is in employment and has a permanent or temporary contract which guarantees a minimum number of hours work per week, the allowance paid by the local authority can be reduced by an amount equivalent to 25% of their net salary. Any financial assessment will take into consideration the young person's overall circumstances including financial matters which may need special attention, and which would otherwise place the young person in financial detriment if not considered. For example, debt or outstanding loans.

4.8. Young people in receipt of the Care Experienced Bursary for students will not require an allowance for living costs. They remain eligible for other elements of support appropriate for their circumstances, all of which shall be considered in any financial assessment to ensure they are not in financial detriment.

5. Leaving Care Grant and Associated Housing Costs

5.1. Young people between the age of 16 and 25 who meet the eligibility criteria set out at 4.2 will be provided with a grant to support them in making the transition to living independently.

5.2. The grant can be paid in stages, for example, a young person who moves into furnished accommodation may initially need to purchase limited household goods then set up their own home at a later date.

5.3. Young people should discuss their needs and intentions with their social worker before payment of the grant or part of the grant is finalised. The social worker keeps a record of payments and can confirm how much is available, see Appendix 3.

5.4. For young people who attained the age of 16 the maximum payable is £2,000.

5.5. In addition to this grant some initial housing costs may be paid as follows:

- First deposit or bond (when no other accommodation is available, and the suitability of the property has been checked). The Council may also act as a 'guarantor' in some circumstances.
- Home and Contents insurance, internet connection and TV licence for one year.

- Removal costs, if required, on production of two quotes.
- Suitable luggage and packaging for personal possessions.
- One 'shop' for essential cleaning and domestic items value up to £100, supported by care staff as required.

5.6. Regarding housing, care experienced young people who remain in Orkney will be encouraged to apply for housing by staff within Orkney Islands Council. They will be advised of their priority when applying for a first home. It is an expectation under corporate parent responsibilities that care experienced young people will have the highest priority.

5.7. Care experienced young people are not required to pay Council Tax until they reach the age of 26. They need to make a claim for this exemption and their eligibility confirmed by their social worker.

6. Additional Grants and Allowances

6.1. The following discretionary grants and allowances may be agreed to promote the wellbeing of care experienced young people. Decisions will be made according to the principles set out in Section 3. Any emergency payment over £500 will require the approval of the relevant Head of Service. Where a payment over £500 is planned, this should be considered by the Resource Management Meeting.

6.2. A young person who is being supported to request an additional payment will be encouraged to provide information about their plans, choices and needs to facilitate decision making to complete the application form for this purpose, see Appendix 3.

6.3. The following table sets out the circumstances when payment of discretionary grants and allowances can be made. Social workers and their managers must act in accordance with financial regulations and our "Good Parenting Principles": It is worth noting that the local authority **does not have a duty** to make these payments.

Purpose of Grant or Allowance	Good Parenting Principles
Promoting Independent Living	<p>All required support will be assessed based on need, and assistance will be sensitive, non-discriminatory and "parent child" relationship based, like any good parent supporting their child in all such circumstances.</p> <p>Financial limits, where set below, are for management, budget, and equity purposes. Flexibility applies to meet individual need taking account of personal circumstances bearing in mind the higher costs of other action such as alternative accommodation for young people or accommodating children.</p> <p>Good parents should be good at managing their budgets too and good leadership is about doing</p>

Purpose of Grant or Allowance	Good Parenting Principles
	<p>the right things by all our children and young people and considering if the budget can be fair and equitable.</p> <p>Any discretionary payments/financial commitments within these tables MUST be agreed at service manager level and clearly recorded on PARIS (this may require pathway assessments and plans to be ratified at service manager level where there are any ongoing financial commitment).</p> <p>On a monthly basis the Head of Service will review any one-off payments and will give approval for any recurrent payments. Any one-off payments above £500 will require Head of Service approval.</p>
Educational Provision	Notes
Tuition fees for Higher Education or Further Education	These are usually funded by the Scottish Government. Young people should be supported to apply for this funding within the required timescales. Fees may be paid if the young person is not eligible for other funding or has good reason to study in another part of the United Kingdom.
Fees for short courses to enhance employment opportunities	Young people may be supported to undertake or maintain basic safety qualifications to enhance prospects of finding employment in sectors where this is customary. When young people are in employment employers should cover the cost of training.
Living costs for students studying out of Orkney	<p>These are usually covered by the Care-Experienced Bursary but may be provided as a monthly allowance in circumstances when the young person is not eligible.</p> <p>The cost of accommodation during vacation periods should be covered by the Care Experienced Vacation Grant/Summer Accommodation Grant.</p>
Travel to and from Orkney at start and end of term	Three return journeys per year and more as required to meet need as assessed necessary to maintain supportive relationships.

Purpose of Grant or Allowance	Good Parenting Principles
Living costs and rent for students living in Orkney	These may be provided if the young person is not in Continuing Care and has no other means of support.
Travel card for students living in Orkney needing to use public transport	To be provided where there is no other means of travel to access College or University provision. Travel for those under 22 is free via the Young Scot Card
Books and essential course equipment	These can be provided if they are identified as essential course pre-requisites. Books should be obtained from the library wherever possible. Up to date second hand books are acceptable.
Laptop	If required to complete essential coursework or to maintain personal relationships.
Internet access for duration of course	If no other internet access is available. All circumstances of our young people should be considered when supporting their need for a laptop and internet connectivity.
Reasonable costs of travel and accommodation to attend University or College open days or interviews, accompanied by one staff member if appropriate Allowance towards cost of appropriate clothing for interview based on current clothing costs comparisons	A UCAS referee or other education professional may be approached for advice about what visits would be reasonable and realistic.
Suitable luggage for travel to and from University or College	Available if not already provided.
Volunteer and work experience opportunities	
Travel and accommodation to facilitate participation in volunteering or work experience, where this would enhance education or career opportunities, or promote personal development	Our young people will always be encouraged to volunteer or work with reputable organisations or employers. Where possible, expenses should be covered by the organisation, employer or by other grants or sponsorship. The young person will be given all necessary support to apply for and access any such provision where available.

Purpose of Grant or Allowance	Good Parenting Principles
Employment Costs	
Allowance towards cost of appropriate clothing for interview based on current clothing costs comparisons	Young people shall be encouraged to identify their needs with a trusted social worker or support worker who will ensure their needs are properly identified and addressed like any good parent would do for their children.
Travel to interview and accommodation as required	Employers should meet these costs where possible, and assistance may be required to make bookings in advance. Like all good parents, we shall support this as required to ensure our young people attend interviews.
Other personal care provision as required	All needs shall be considered and addressed as required to ensure we continue to act as good parents and remove any barriers for our young people to access employment, work experience or volunteering opportunities.
Clothing or equipment specific for employment, for example, safety footwear and clothing	Industries may provide this and where this is not the case, we shall ensure our young people have this provided if the industry standard is for individuals to provide their own.
Enrichment and sporting activities	
Travel and accommodation costs to facilitate participation in national or regional sport or cultural activities	This will be provided when no other funding is available as participation provides opportunity for the young person to be active, achieving, respected, and included (in line with the GIRFEC). All good parents should support this activity and participation of their children.
Specialised sports, musical or art equipment and materials	Financial assistance and assistance in kind, loan of instruments or tuition, will be provided when no other funding is available. Such participation provides opportunity for young people to be active, achieving, respected, and included, and should be supported like all good parents would do.

Purpose of Grant or Allowance	Good Parenting Principles
Participation and engagement in national or civic life	
Travel and accommodation costs to facilitate participation in national or civic engagement or consultation events	Expenses should be covered by organisers but can be provided if this is not possible.
Inclusion and Identity	
Assembling key documents and obtaining passport	<p>Assistance will be provided to ensure our young people obtain standard documentation for identity purposes. For example, birth certificate, adoption information, National Insurance number, passport, Young Scot card, and ADS registration.</p> <p>Standard fees and photographs to be provided as required like all good parents.</p>
Name change process	This requires careful support and exploration with our young people to ensure it supports their emotional and identity needs. Financial support might include legal advice and fees as required.
Learning to drive	<p>Our young people can be offered this including costs for:</p> <ul style="list-style-type: none"> • A provisional licence. • Theory tests. • Driving lessons. • Driving test and instructor time. <p>Like any good parent, where there are opportunities of other funding available, these will be fully explored with our young people.</p>
Young Parents	
Supporting young parents	<p>Young parents will be supported to access universal benefits, resources, and maternity services. We shall ensure, like any good parent, we provide required financial assistance including:</p> <ul style="list-style-type: none"> • Maternity clothes. • Baby equipment and furniture.

Purpose of Grant or Allowance	Good Parenting Principles
	<ul style="list-style-type: none"> • Childcare costs or assistance in kind, to enable the young person to complete a course, training, education, or work experience.
Health and Personal Needs	After Exploration with NHS Staff Locally
Health needs not covered by NHS	This could cover costs of Allied Health Services such as physiotherapy, therapeutic or counselling services to meet identified need.
Glasses, contact lenses not covered by NHS	These costs may be covered on the recommendation of an optometrist.
Essential dental treatment not covered by NHS	Restorative treatment to mitigate the impact of trauma and neglect can be provided on the recommendation of a registered dental practitioner.
Travel to visit family members or to maintain meaningful relationships	<p>This will be agreed as part of the 'Pathways Plan' and destination, frequency of visits, suitability of accommodation agreed with the social worker.</p> <p>In emergency situations this shall be provided based on need.</p>
Death of close family member or 'special' people	<p>Practical and emotional support like all good parents in a responsive, sensitive, and timely way. The following costs amongst others can be covered:</p> <ul style="list-style-type: none"> • Travel to funeral and accommodation as required. • Suitable clothing as required. • Flowers for funeral. <p>This situation can be managed as an 'emergency' for payment purposes (see section 7).</p>
Hospitalisation or imprisonment essential care needs	In circumstances when a good parent would intervene and the young person has no other resources, up to £10 per week (more if required on identification of specific need and budget provision) may be allowed for the purchase of personal comfort items.

Purpose of Grant or Allowance	Good Parenting Principles
Fuel	
Winter heating allowance	Up to £30.00 per month from October - March can be provided (subject of arrangements for inflationary uplift) if no other schemes for assistance are available.
Emergency payments for electricity	Assistance can be provided in emergencies (e.g. benefit gap) and in the context of offering budget advice (either directly or via partner agencies) as required. Required support will be assessed based on need, and assistance will be sensitive, non-discriminatory and “parent child” relationship based like any good parent supporting their child in such circumstances.
Winter clothing	A grant of up to £160 (subject of annual uplift arrangements) can be paid for essential winter clothing.
Celebrations	
Birthday gift	This can be arranged to promote emotional wellbeing and support engagement with the service. Value up to £50 (subject of inflationary uplift arrangements and price comparisons).
Celebratory event for 18th and 21st birthday with a member of staff	Discretionary, to promote emotional wellbeing, model social norms or maintain meaningful engagement with the service. Restaurant visit or similar to value of £100 (subject of inflationary uplift arrangements and price comparisons).
Festive celebratory gift	Discretionary, to promote emotional wellbeing and maintain meaningful engagement with the service. Value up to £50 (subject of inflationary uplift arrangements and price comparisons).
Graduation	The following costs may be covered to a value of current cost comparisons: <ul style="list-style-type: none"> • Tickets. • Gown hire. • Official photo. • Course reception.

Purpose of Grant or Allowance	Good Parenting Principles
Emergencies	
Payments for essential items or services can be made in emergency situations to ensure safety and wellbeing.	Discretionary, based on recommendation of social worker and decision of Service Managers. Where appropriate assistance in kind is provided, for example, via residential care staff.

7. Payment Procedure

7.1. All payments are made into a bank account. If necessary young people will be given support to set up a bank account and provide identity documents, as required. The time scales involved in setting up a bank account are recognised which will be part of the throughcare planning.

7.2. For administrative purposes it is preferable that regular payments are made monthly, but payments can be weekly or two weekly to assist a young person with budgeting, especially under the age of 18 (see section 4).

7.3. Council processes for authorising and processing payments must be considered. Young people will be informed about timescales and payment dates, and planning should take cognizance of the fact payments can take up to two weeks. Help with understanding the system, planning, and budgeting will be provided.

7.4. At the point of moving to live independently payment timescales will be considered. No young person will be expected to make the transition to independent living until the resources they need are in place or emergency provisions can be agreed to prevent further delay as assessed in the best interests of the young person.

7.5. Requests for assistance via the Throughcare and Aftercare team should be made at the earliest opportunity.

7.6. In emergencies the process for authorising and processing payments will be expedited. This involves some cost and should only be used in exceptional circumstances. Alternative sources of emergency provision, for example, immediate help from residential services should be accessed where required. The principle that welfare is paramount will always be applied.

7.7. Young people should inform the Throughcare and Aftercare team immediately if it appears that payments are inaccurate or delayed. Young people will be given support to help them maintain an overview of their finances. This will include personal support in developing life skills, managing money, and they can be helped to understand the potential to lose money if they do not take care like any good parent would do with their own children and young people.

7.8. Young people may on occasion have overpayments made in error and we shall help them understand the requirement for overpayments to be returned to the

Council. The circumstances of any overpayment will be assessed and based on the overall circumstances and the needs of the young person at the time, any recommendations for full or partial repayment should be discussed with the Team Manager who shall discuss the plan with the Service Manager for approval. In all situations, the starting point will be the expectation that a repayment schedule is agreed but the principle that welfare is paramount will always be applied too.

7.9. Payments log to be reviewed by Service Manager and Head of Service (minimum quarterly) for budget management purposes.

8. Right to Make Representations and Complaints

8.1. If a care experienced young person wishes to appeal against a decision relating to payment of discretionary grants or allowances, they should initially discuss the matter with their social worker. Immediate resolution should be sought.

8.2. If this is not possible, the young person, social worker or support worker should discuss the matter with the Team Manager or Service Manager in their absence. The Team Manager will discuss it with the social worker and or support worker with a view to resolving it as fairly and quickly as possible. In the event this does not satisfy the young person, they can appeal in writing to the Head of Service. The young person will be kept informed at each stage of the process.

8.3. The young person can be supported to compile the appeal letter by their allocated worker or via a referral to advocacy services highlighting the word 'appeal' in the first line. The letter should give an account of how much is requested, the purpose of the payment and any significant timescales which apply. It is advisable to provide a copy of this letter for the social worker for the young person's file.

8.4. The Head of Service will review the decision against the policy and all of the circumstances and advise the young person in writing of the outcome within 28 days of the appeal from the young person. A copy of the decision letter will be placed on the young person's file.

8.5. If a young person wishes to complain about the process of decision making, they should make a representation to the OHAC Complaints Officer. A separate leaflet is available explaining who to contact and what happens next.

8.6. Care experienced young people who wish to appeal or complain can be supported by an independent advocate from commissioned advocacy services in Orkney.

9. Version History

Author	Gemma Williams, Interim Service Manager (Children and Families Authority Wide Services). Darren Morrow, Head of Children, Families and Justice Services and Chief Social Work Officer.
Document Owner	Darren Morrow, Head of Children, Families and Justice Services and Chief Social Work Officer.

Version	Status	Date	Amended By	Overview Reason
1	Draft	22/08/2025	GW/DM	Ratified Policy and Procedure required

Appendix 1: The Legal Context

The definition of a “looked after” child is in section 17(6) of the Children (Scotland) Act 1995, as amended by Schedule 2, para 9(4) of Adoption and Children (Scotland) Act 2007 and Children’s Hearings (Scotland) Act 2011.

A child is looked after when he or she is one of the below:

- a) Provided with accommodation by a Local Authority under section 25 of the 1995 Act.
- b) Subject to a Compulsory Supervision Order made by a children's hearing, in terms of section 91 or section 119 of the Children’s Hearings (Scotland) Act 2011.
- c) Subject to an order, authorisation or Interim Compulsory Supervision Order made under the 1995 or 2011 Act, and according to which the Local Authority has responsibilities in respect of the child. These include a Child Protection Order, a Child Assessment Order, an authorisation from a Justice of the Peace to remove a child to a place of safety or maintain a child in a place of safety, removal to a place of safety by a police constable.
- d) Living in Scotland and subject to an order in respect of whom a Scottish Local Authority has responsibilities, as a result of a transfer of an order to it under the Children (Reciprocal Enforcement of Prescribed Orders etc. (England and Wales and Northern Ireland) (Scotland) Regulations 1996. These 1996 Regulations were made under section 33 of the 1995 Act.
- e) Subject to a Permanence Order (with or without authority to adopt) under section 80 of the 2007 Act.

Children Leaving Care

The Children (Scotland) Act 1995 (as amended) set out that Local Authorities have a legal duty to:

- Prepare young people for leaving care or ceasing to be looked after.
- Provide advice and assistance to young people who have ceased to be looked after on or after their 16th birthday.
- Local Authorities are legally required to provide aftercare support until the care leaver turns 19, and to assess any eligible needs for aftercare support until they turn 26 (or beyond in some cases).

These duties are set out in the Support and Assistance of Young People Leaving Care (Scotland) Regulations 2003. [Guidance on services for young people leaving care](#) was published in March 2004. This was adjusted by the [Support and Assistance of Young People Leaving Care \(Scotland\) Amendment Regulations 2015](#) and also the [Aftercare \(Eligible Needs\) \(Scotland\) Order 2015](#).

[Guidance for corporate parents on improving housing and accommodation for care leavers](#) is also available.

Throughcare and aftercare legislation

[The Children and Young People \(Scotland\) Act 2014](#) put into law the policy aspirations of:

- [These are our Bairns](#) - guidance for community planning partnerships (CPPs) on how to be a good corporate parent.
- [Staying Put Scotland](#) - guidance for all corporate parents on ensuring the wellbeing of care leavers, including coverage of Continuing Care.

The 2003 Regulations were amended as of 1 April 2015 by the [Support and Assistance of Young People Leaving Care \(Scotland\) Amendment Regulations 2015 \(SSI 2015/62\)](#) to extend the categories of aftercare support provided for by the 2014 Act.

Continuing care after the age of 16

Section 67 of The Children and Young People (Scotland) Act 2014 inserted a new section 26A into the Children (Scotland) Act. A young person born after 1 April 1999 who is looked after in foster, kinship or residential care is eligible to remain in their current care placement until they turn 21. This is called Continuing Care.

If the placement cannot be maintained, or if it is in the young person's best interests to start an alternative placement, a welfare assessment must be provided showing why staying in their current placement would significantly adversely affect their wellbeing.

Any eligible young person ceasing to be looked after on or after they turn 16 can request Continuing Care. A young person receiving Continuing Care will no longer be defined as 'looked after' but will continue to receive the same support. When Continuing Care ends the young person is then eligible for Aftercare support until they turn 26.

[Guidance on Continuing Care](#) was published in November 2016.

Extension of aftercare

Section 66 of The Children and Young People (Scotland) Act 2014 amended sections 29 and 30 of the Children (Scotland) Act 1995. Any young person who ceases to be looked after on or after their 16th birthday, and is less than 26 years of age, is eligible (between the ages of 16 and 19) or potentially eligible (from the age of 19 up to 26) for aftercare. This applies to all care leavers regardless of the placement type while looked after.

[Guidance on the extension of aftercare](#) was published in November 2016.

Appendix 2: The Policy Context

The values which underpin this guidance derive from the following policies:

Orkney's Good Parenting Plan 2020-2025: Making the Promise real for Orkney's Care Experienced children and young people.

These are our bairns: a guide for community planning partnerships on being a good corporate parent Scottish Government (2008):

<https://www2.gov.scot/Resource/Doc/236882/0064989.pdf>

Getting it Right for Every Child Scottish Government (2008):

<https://www2.gov.scot/resource/doc/238985/0065813.pdf>

Getting it Right for Children and Families – A guide to getting it Right for Every Child (Scottish Government 2012): <https://ihub.scot/media/1512/a-guide-to-getting-it-right-for-every-child.pdf>

Scottish Care Leavers Covenant: <https://www.scottishcareleaverscovenant.org/>

Independent Care Review:

On 5 February 2020, the Care Review published the following reports:

- The Promise and a 'Pinky Promise' for younger readers.
- The Plan.
- The Money and Follow the Money.
- The Rules.
- Thank you.

The Promise tells Scotland what it must do to make sure its most vulnerable children feel loved and have the childhood they deserve.

The Plan identifies how this change must happen.

The Money and Follow the Money explain how Scotland can invest better in its children and families.

The Rules set out the current legislative framework and how it must change to achieve **The Promise**.

The Independent Care Review directs that provision for care experienced young people should ensure that they are 'loved, safe and respected and achieve their full potential'. Scotland should be a good parent for those it is responsible for. Emerging policy making between 2020 and 2030 (as set out in 'The Plan') will be directed to this end.

<https://www.carereview.scot/conclusions/independent-care-review-reports/>

<https://thepromise.scot/>

<https://www.legislation.gov.uk/asp/2024/1/contents>

Appendix 3: Operational Documents

Orkney Throughcare and Aftercare Services

Claim for Leaving Care Grant

Name	
Address	
Date of Birth	

Social Worker to confirm details of eligibility (including length of time Looked After, care arrangements, legal status during this period):

--

Record of payments (maximum of £2,000 available; must be claimed prior to 26th birthday)

Date	Amount	Reason for expenditure	Balance	Signed

Orkney Throughcare and Aftercare Services

Request for Additional Payments

Name	
Address	
Date of Birth	
Eligibility Confirmed By	
Amount Requested	
Date of Request	
Grant or Allowance (If an allowance is requested, state duration)	
Reason for Request	
Any Relevant Timescales	
Breakdown of Costs (if required)	
Authorised By	
Date	

Orkney Health and Care

Bank Details for payments

For the purpose of making agreed payments to you, please provide your details as follows.

Your Name	
Address	
Postcode	
Your Telephone Number	
Your Email Address	
Your Bank	
Account Name	
Account Number	
Sort Code	
I can confirm that these details are correct	
Signed	
Date	

Please remember to check your bank records regularly to ensure that any payments due are paid into your account. You must let us know as soon as possible if you do not receive payments due to you so we can rectify this. You must also let us know if we pay you more than you expect. In most cases we will be able to explain the purpose of the payment. However, if there has been an administrative error the Council is entitled to ask you to return the overpayment.



Equality Impact Assessment

The purpose of an Equality Impact Assessment (EqIA) is to improve the work of Orkney Islands Council by making sure it promotes equality and does not discriminate. This assessment records the likely impact of any changes to a proposal or changes by anticipating the consequences and making sure that any negative impacts are eliminated or minimised and positive impacts are maximised.

Should you have any questions or wish for your draft EqIA to be reviewed by our Equality, Diversity and Inclusion Adviser, please contact OD@orkney.gov.uk.

1. Identification of the Proposal or Change

Name of proposal or change being assessed.	Throughcare and Aftercare Financial Policy and Procedure.
Responsible Service and Directorate.	Children and Families Authority Wide Services, Orkney Health and Social Care Partnership.
Date of assessment.	8 September 2025.
Is the proposal or change existing? (Please indicate if the service is to be deleted, reduced or changed significantly).	A draft Throughcare and Aftercare Financial Policy and Procedure was proposed in 2021, however, this was never formally ratified through the Council's governance processes.

2. Primary Information

What are the intended outcomes of the proposal or change?	Ensure scrutiny and governance around Council expenditure and to ensure that financial practices in this area are consistent, equitable and minimise errors and misunderstanding.
Is the proposal or change strategically important?	No.
State who is or may be affected by this proposal or change, and how?	All young people receiving the support of the Throughcare/Aftercare Service.
How have stakeholders been involved in the development of this proposal or change?	Young people have not been directly involved in the composition of this Policy.

Is there any existing data and / or research relating to equalities issues in this policy area? Please summarise. E.g. consultations, national surveys, performance data, complaints, service user feedback, academic / consultants' reports, benchmarking.	No.
Is there any existing evidence relating to socio-economic disadvantage and inequalities of outcome in this policy area? Please summarise. E.g. For people living in poverty or for people of low income. See The Fairer Scotland Duty Guidance for Public Bodies for further information.	No. However, this new Policy will formalise the processes around financial support for young people, many of whom would be considered to be at a socio-economic disadvantage.
Could the proposal or change have a differential impact on any of the following equality areas?	Please provide any evidence – positive impacts / benefits, negative impacts and reasons:
1. Race: this includes ethnic or national groups, colour and nationality.	No.
2. Sex: a man or a woman.	No.
3. Sexual Orientation: whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.	No.
4. Gender Reassignment: the process of transitioning from one gender to another.	No.
5. Pregnancy and maternity.	No.
6. Age: people of different ages.	Yes. This Policy is specifically to formalise a Financial Policy and Procedure around support for young people using the Throughcare/Aftercare Service.
7. Religion or beliefs or none (atheists).	No.
8. Disability: people with disabilities (whether registered or not).	No.
9. Marriage and Civil Partnerships.	No.
10. Caring responsibilities	No.

11. Socio-economic disadvantage.	Yes. This new Policy will formalise the processes around financial support for young people, many of whom would be considered to be at a socio-economic disadvantage.
12. Care experienced	No. However, many service users will be care experienced.

3. Impact Assessment


Does the analysis above identify any differential impacts which need to be addressed?	No.
Does the analysis above identify any potential negative impacts?	No.
Do you have enough information to make a judgement? If no, what information do you require?	Yes.

4. Equality Impact Assessment Action Plan

Please complete the following action plan where you have identified any differential impacts or potential negative impacts in Section 3 of the Equality Impact Assessment.

Impact Identified	Action to be taken	Owner	How will it be monitored	Date Action to be completed

5. Sign and Date

Signature:	
Name:	Shaun Hourston-Wells.
Date:	8 September 2025.

Island Communities Impact Assessment

Throughcare / Aftercare Financial Policy and Procedure.

Preliminary Considerations	Response
Please provide a brief description or summary of the policy, strategy or service under review for the purposes of this assessment.	This new Policy will formalise procedures around the financial support that the Council should provide to eligible young people in Throughcare and Aftercare Service.
Step 1 – Develop a clear understanding of your objectives	Response
What are the objectives of the policy, strategy or service?	The Policy sets out the framework of financial support that can be provided for young people entitled to throughcare and aftercare support. It details the allowances and grants that can be provided and the expectations about how financial support should be used. It also explains the circumstances in which any additional payments can be made.
Do you need to consult?	No.
How are islands identified for the purpose of the policy, strategy or service?	Non Ferry-Linked Isles.
What are the intended impacts/outcomes and how do these potentially differ in the islands?	To formalise Policy and Procedure around financial support for young people using the Throughcare/Aftercare service. Access to these services will be the same for young people in the isles and the Mainland.
Is the policy, strategy or service new?	Yes. This is the first time such a Policy will be formally ratified by Council.
Step 2 – Gather your data and identify your stakeholders	Response
What data is available about the current situation in the islands?	Young people in the isles are as likely to be users of this service as those in the Mainland.


Do you need to consult?	No.
How does any existing data differ between islands?	N/A.
Are there any existing design features or mitigations in place?	No.
Step 3 – Consultation	Response
Who do you need to consult with?	N/A.
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	Response
Does your assessment identify any unique impacts on island communities?	No. Young People in the isles will have the same access to support as those in the Mainland.
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 you can process to Step 6.</p> <p>If the answer is Yes, an ICIA must be prepared and you should proceed to Step 5.</p>	


To form your opinion, the following questions should be considered:

- 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 Scottish mainland or between island groups?

Step 5 – Preparing your ICIA	Response
In Step 5, 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.	
Stage 6 – Making adjustments to your work	Response
Should delivery mechanisms/mitigations vary in different communities?	No.
Do you need to consult with island communities in respect of mechanisms or mitigations?	No.

Have island circumstances been factored into the evaluation process?	Yes.
Have any island-specific indicators/targets been identified that require monitoring?	No.
How will outcomes be measured on the islands?	N/A.
How has the policy, strategy or service affected island communities?	The impact of this new Policy will affect those in the isles and the Mainland equally.
How will lessons learned in this ICIA inform future policy making and service delivery?	N/A.
Step 7 – Publishing your ICIA	Response
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?	This will be published on the Orkney Islands Council website alongside the relevant committee report.
Who will sign-off your final ICIA and why?	Darren Morrow, Head of Children, Families and Justice Services and Chief Social Work Officer.

ICIA completed by:	Gemma Williams.
Position:	Interim Service Manager (Children and Families Authority Wide Services)
Signature:	
Date complete:	8 September 2025.

ICIA approved by:	Darren Morrow.
Position:	Head of Children, Families and Justice Services and Chief Social Work Officer.
Signature:	
Date complete:	8 September 2025.