



WEST OF ORKNEY WINDFARM

Community Engagement Plan

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1. Introduction

1.1 The Community Engagement Plan

This 'Community Engagement Plan' (CEP) outlines the community engagement programme for the proposed West of Orkney Windfarm. We feel that it is important that the community has an input into the plan and we would therefore invite your comments on this document. Our aim is that the document will guide our engagement, so we want to make it as relevant, useful and appropriate as possible.

The purpose of the CEP is to ensure that all relevant local communities have the opportunity to engage with the Project. The Project team believes that the best way to ensure that the consultation approach is appropriate is to involve stakeholders in its design. Existing stakeholders and community groups will typically be well aware of their own engagement and communication needs and have an understanding of what is likely to work in their communities.

We have consulted with key community leaders and representatives on the CEP design. This has involved collaborating to identify relevant stakeholders as well as consideration of the methods and timetable for engagement proposed in this document.

If you have any comments about the plan we would be grateful if you could feed them back to the Project team.

1.2 Aims and objectives of community engagement

This document describes how engagement with community stakeholders is arranged and facilitated to provide an opportunity for people to:

- Learn more about the proposal
- Raise any concerns they may have
- Make suggestions for improvement

It also describes how the information obtained from community engagement is recorded and taken into consideration when making Project decisions.

The key objectives of our community engagement strategy are therefore:

- To build effective long-term working relationships with communities based on mutual respect and trust
- To mitigate the risk of delays in consenting and/ or costly Project changes through timely stakeholder buy in
- To fulfil regulatory obligations in accordance with relevant consenting regimes

1.3 Broader engagement

In addition to engaging with communities, the Project team is also engaging with a range of other stakeholders who may have an influence over the proposals or be impacted by them. This engagement will be documented elsewhere but these stakeholders include:

- Regulatory stakeholders such as Marine Scotland, Crown Estate Scotland and Local Planning Authorities
- Landowners (in relation to onshore works)
- Statutory consultees such as NatureScot and SEPA
- Strategic organisations like the RSPB or fishing organisations
- Politicians like Members of the Scottish Parliament or locally elected Councillors
- Economic stakeholders such as companies that could be involved in the construction and operation of the windfarm, local business that may benefit from the Project and economic development bodies
- Media stakeholders such as local publications or radio broadcasters

2. Background

2.1 Crown Estate Scotland's ScotWind Leasing Round

Crown Estate Scotland which is responsible for the management of marine assets in Scotland announced their intention to run a leasing round for commercial scale offshore wind energy projects in Scottish waters in November 2017. This was the first offshore wind leasing round in Scotland for over a decade and was named 'ScotWind'. To inform the spatial development of this leasing round, Marine Scotland, as Planning Authority for Scotland's seas, was required to undertake a planning exercise, in accordance with relevant EU, UK and Scottish legislation.

2.2 The Sectoral Marine Plan

Following more than two years of extensive analysis, consideration and engagement with stakeholders, the Scottish Government published the **Sectoral Marine Plan for Offshore Wind Energy (2020)**¹ in October 2020. The Plan identified 15 areas known as Plan Options (POs) for the future development of commercial-scale offshore wind energy in Scotland (see Figure 1). These POs were selected based on an iterative process of opportunity and constraints analysis including Strategic Environmental Assessment, Habitats Regulations Appraisal (HRA) and Socio-Economic Impact Assessment, amongst other studies.

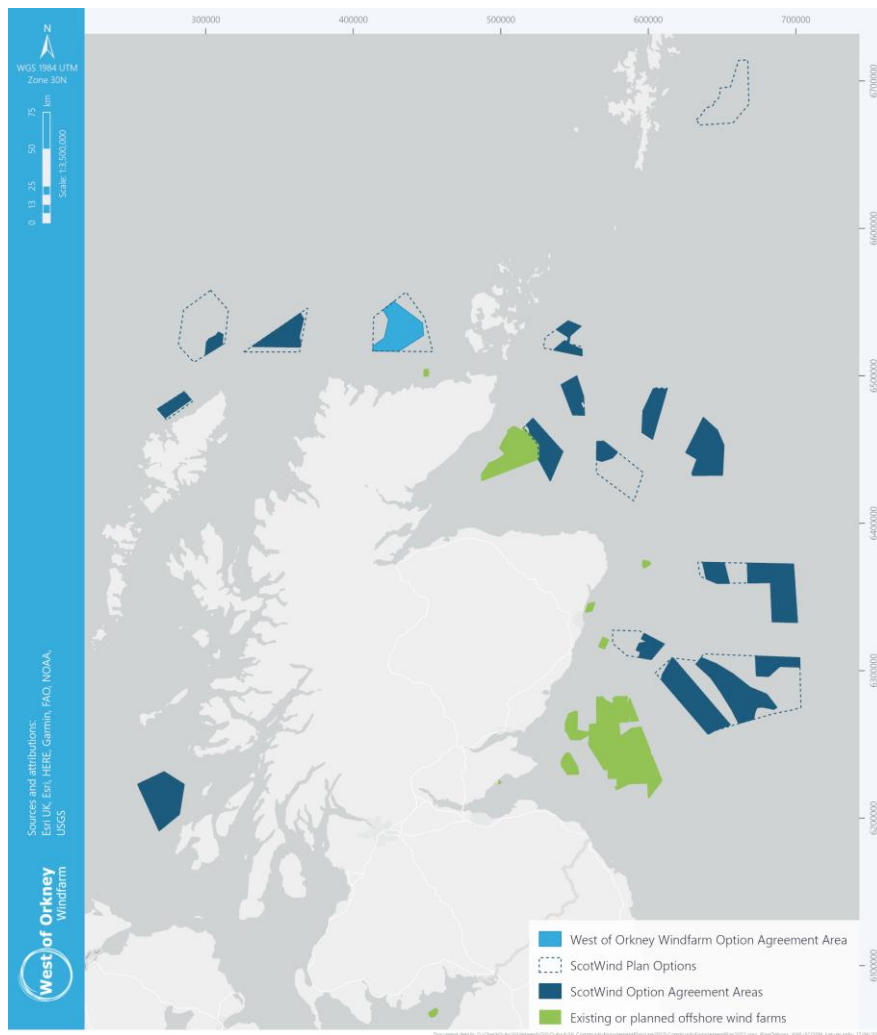


Figure 1: Location of proposed plan options

¹ Sectoral Marine Plan for Offshore wind. Available online at: <https://www.gov.scot/publications/sectoral-marine-plan-offshore-wind-energy> (Scottish Government 2020)

3. The Project

Crown Estate Scotland (CES) awarded OWPL the Option to Lease Agreement (OLA) in January 2022 for the development of the West of Orkney Windfarm following the ScotWind leasing round. The OLA was signed in April 2022.

The West of Orkney Windfarm Option Agreement Area (OAA) lies wholly within the “N1” PO and has an area of approximately 657 km². The OAA is located approximately 30km off the coast of Orkney and around 25km north of the Scottish mainland (Figure 2).

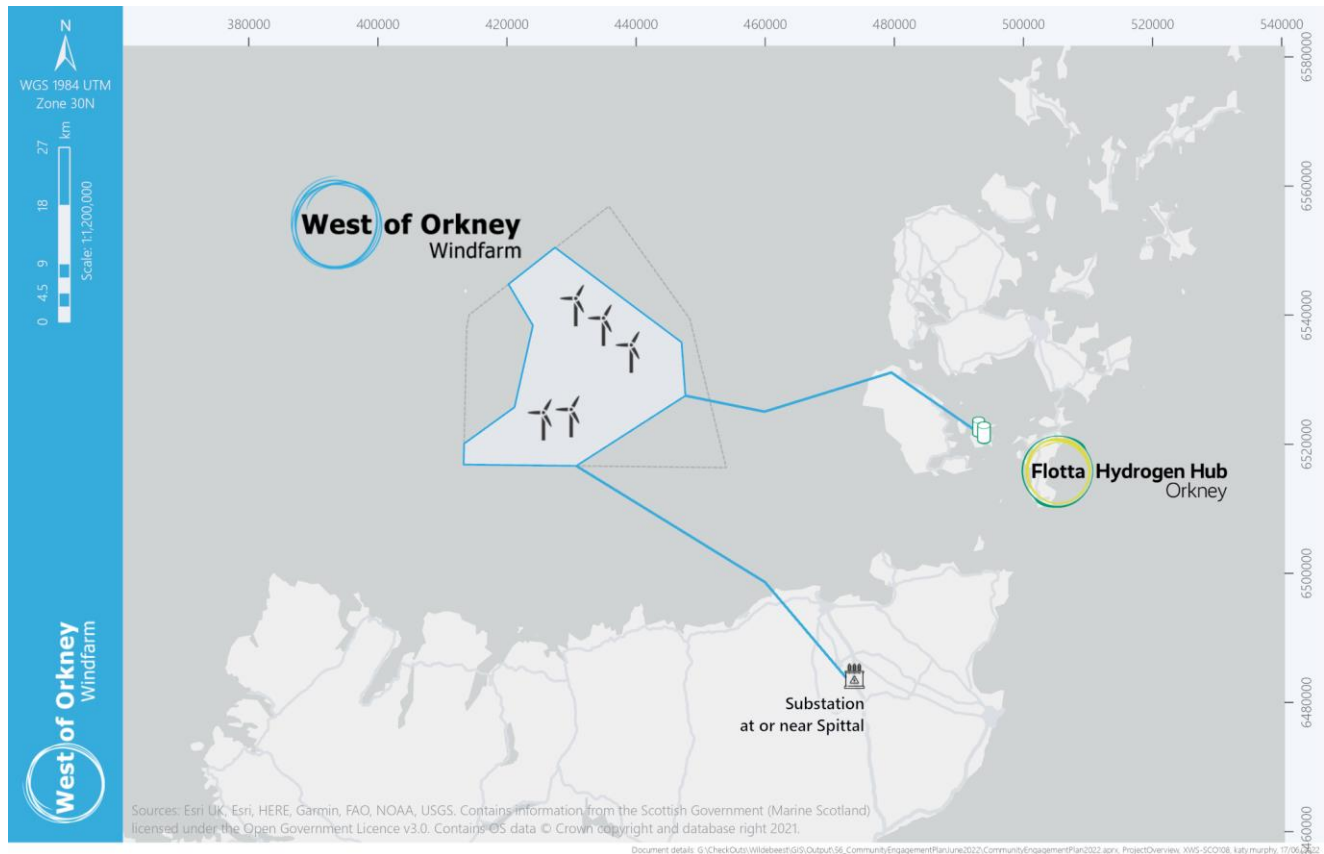


Figure 2: Location of the proposed West of Orkney Windfarm

The proposed OAA was developed through an iterative mapping exercise avoiding key constraints, supplemented by consultation with key stakeholders. The constraints analysis resulted in an OAA that both maximises the potential for renewable energy production, whilst retaining flexibility to accommodate technical and environmental considerations.

3.1 Offshore works

The West of Orkney Windfarm will have a nominal capacity of 2GW. The wind turbine layout and export cable route will be determined following design optimisation to balance a range of factors including turbine choice and spacing, foundation structure, wind direction, seabed characteristics, metocean and navigational safety and fisheries considerations amongst other constraints.

The Project is currently considering both fixed-bottom foundations and floating substructures for the wind turbines. While this will not be determined until seabed surveys are completed, the offshore infrastructure associated with the Project is expected to comprise:

Offshore array area:

- Up to 125 wind turbine generators with a maximum tip height of 370 metres.
- Turbine foundations/ supporting structures – fixed and/ or floating.
- Up to five offshore substation platforms.
- Inter-array cables linking the wind turbines and offshore substation platforms.

Infrastructure for the export of power from the offshore array area:

- Up to five export cables to Caithness.
- Up to five export cables to Flotta, Orkney. These will cross both the offshore area west of Orkney and Scapa Flow and include onshore elements across the island of Hoy and potentially Fara.

3.2 Onshore works

The Project has a grid connection agreement with National Grid for a connection at or near the existing Scottish Hydro Electric Transmission (SHE Transmission) substation at Spittal in Caithness. Additionally, the Project has an exclusive agreement to power the proposed Flotta Hydrogen Hub² in Orkney.

There is potential for both the above power export options to be utilised and each will require a new onshore substation. The onshore substations will include electrical equipment required to connect the Project to the grid and/ or the Flotta Hydrogen Hub. In addition to the area required for the footprint of the onshore substations, temporary working areas will also be required during construction.

No overhead power lines are planned for this Project as all cables will be installed underground. It is anticipated that open-cut trenching will be the primary installation method, however this will be reviewed once the onshore cable routes are finalised following completion of onshore site investigation works. Horizontal directional drilling may be required at the cable landfalls and if obstacles are encountered, including sensitive features such as watercourses and crossings with railways.

To summarise, onshore infrastructure associated with the Project is expected to comprise:

Caithness

- Onshore substation located at or near to the existing SHE Transmission Spittal substation
- Up to five underground cables

Orkney

- Onshore substation located near to the proposed Flotta Hydrogen Hub at the existing Flotta Oil Terminal
- Up to five underground cables to Flotta, across the island of Hoy and potentially Fara.

² The Flotta Hydrogen hub is a separate project to the West of Orkney Windfarm and will be the subject of a separate planning application. More information can be found at: www.flottahydrogenhub.com.

4. Consenting Procedures

4.1 Climate change legislation

The proposed West of Orkney Windfarm has the potential to make a significant contribution to the Scottish Government's commitment to reach net-zero emissions of all greenhouse gases by 2045, as stated in the **Climate Change (Emissions Reduction Targets) (Scotland) Act 2019** and supported in the **Scottish Energy Strategy: The future of energy in Scotland** which "envisages further offshore wind developments as playing a key role in Scotland's future energy mix".

In delivering this contribution, OWPL is fully committed to fulfilling and exceeding the requirements of the legislation in relation to community stakeholder engagement. This section outlines these requirements with brief reference to the wider consenting procedures. More detailed information about the consenting regime can be found in the West of Orkney Windfarm Scoping Report which can be accessed on the Project website at www.westoforkney.com.

4.2 Project consents

The consenting process for the West of Orkney Windfarm and its associated infrastructure is quite complex as it spans a number of jurisdictions and regulatory frameworks as shown in Figure 3:

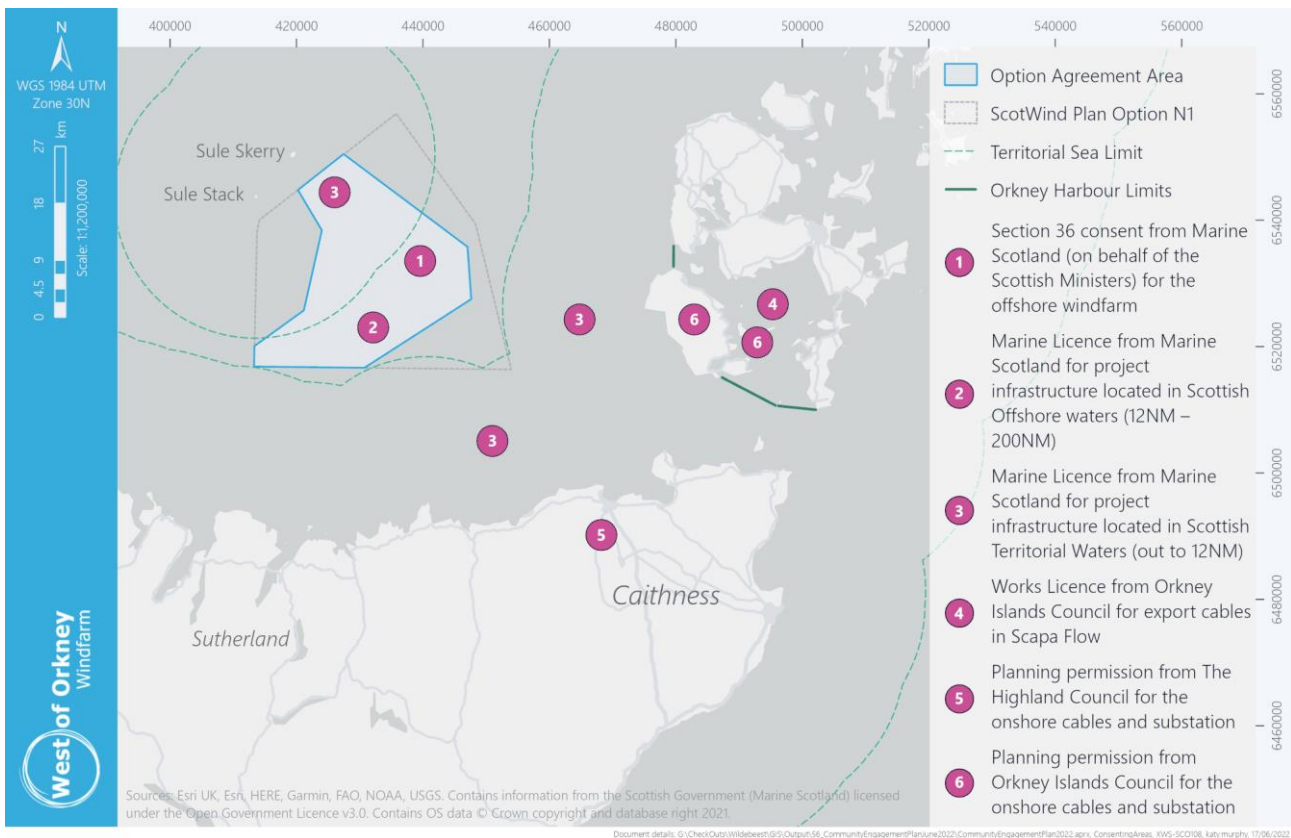


Figure 3: Map showing relevant consenting areas

4.2.1 Offshore Consenting

Energy proposals of this type are covered by the **Electricity Act 1989**³ and the **Marine (Scotland) Act 2010** and the **Coastal Access Act 2009** which require applications for relevant consents and licenses to be made to Marine Scotland's Licensing and Operations Team (MS-LOT) acting on behalf of Scottish Ministers.

In addition to the above, **The Orkney County Council Act 1974** requires a Works Licence to be secured from Orkney Islands Council for works within the Orkney Harbour Area.

³ Planning applications for this type of energy development are often referred to as Section 36 applications as they relate to Section 36 of the Electricity Act 1989.

4.2.2 Onshore Consenting

Onshore planning applications are determined in accordance with the **Town and Country Planning (Scotland) Act 1997 (as amended)**. The onshore works related to the proposed grid connection at Spittal in Caithness will require planning consent from The Highland Council. The proposed power export to Flotta and associated substation will require planning consent from Orkney Islands Council.

4.3 Environmental Impact Assessment (EIA)

The application for the proposed windfarm requires an Environmental Impact Assessment (EIA) to identify and assess the potential environmental and socio-economic effects of the development. It informs the design of the Project from an environmental perspective and identifies mitigation measures to minimise and manage the impacts of the Project on the surrounding environment.

One of the first tasks in the EIA process is to prepare a Scoping Report outlining the surveys and studies proposed, based on initial assessments. A Scoping Report for the Project was submitted to Marine Scotland, The Highland Council and Orkney Islands Council in March 2022 and is available to view on the Project website. Table 1 outlines the topics proposed for consideration during the EIA. The outcome of the EIA will be detailed in an Environmental Impact Assessment Report (EIAR) which will be publicly available for comment and submitted with the planning application.

Table 1: EIA Topics

Assessment	Offshore EIA Report	Onshore EIA Report
Physical Environment	<ul style="list-style-type: none">Physical & Coastal ProcessesWater & Sediment Quality	<ul style="list-style-type: none">Geology & HydrologyAir Quality, Noise & Vibration
Biological Environment	<ul style="list-style-type: none">Benthic & Intertidal EcologyFish & Shellfish EcologyOrnithologyMarine Mammals & Megafauna	<ul style="list-style-type: none">Freshwater EcologyTerrestrial Non-Avian EcologyTerrestrial Ornithology
Human Environment	<ul style="list-style-type: none">Commercial FisheriesShipping & NavigationArchaeology & Cultural HeritageMilitary & AviationSeascape, Landscape & VisualOther Sea UsersSocio-economics	<ul style="list-style-type: none">Land-use & Other UsersArchaeology & Cultural HeritageTraffic & AccessLandscape & Visual

4.4 Community engagement policy

The **Town and Country Planning (Scotland) Act 1997 (as amended)**, the **Marine (Scotland) Act 2010** and **Scotland's National Marine Plan: A Single Framework for Managing Our Seas** all make provision for pre-application consultation in relation to planning and Marine License applications. The Acts are supported by the **Marine Licensing (Pre-application Consultation) (Scotland) Regulations 2013** and **The Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013 (as amended)** which provide specific regulations relating to statutory pre-application consultation.

4.4.1 Statutory Pre-Application Consultation

Within the context of the above Regulations, the prospective applicant's obligations in terms of statutory pre-application consultation can be summarised as shown in Table 2:

Table 2: Summary of statutory pre-application consultation requirements

In relation to offshore consents, the Applicant must...	In relation to onshore consents, the Applicant must...
<ul style="list-style-type: none"> • Submit a Proposal of Application Notice (PAN) of intention to apply at least 12 weeks prior to submission. • Submit a Pre-Application Consultation (PAC) Report with the application describing the consultation undertaken. 	<ul style="list-style-type: none"> • Submit a Proposal of Application Notice (PAN) of intention to apply at least 12 weeks prior to submission. • Wait no more than 18 months before submitting a planning application following submission of PAN. • Submit a Pre-Application Consultation (PAC) Report with the application describing the consultation undertaken.
<ul style="list-style-type: none"> • Notify the following stakeholders that an application for a Marine Licence is to be submitted: <ul style="list-style-type: none"> – the Commissioners of Northern Lighthouses – the Maritime and Coastguard Agency – the Scottish Environment Protection Agency – Scottish Natural Heritage (now NatureScot) – any delegate for a marine region where the application for a Marine Licence is for an activity which is to be carried out wholly or partly in that region. • Hold one event where stakeholders can comment. • Publish a notice with details of the event and associated consultation in a local newspaper. • Wait at least 6 weeks after the notification of stakeholders and appearance of the advert before holding the event. 	<ul style="list-style-type: none"> • Describe proposed the consultation activities in the PAN. • Consult all Community Councils whose area is within or adjacent to the development site. • Provide a copy of the PAN to above. • Hold two public events (with the second event no less than 14 days after the first event). • Publish notices in a local newspaper at least 7 days prior to each event. • Provide feedback to the public on comments received at a final public event.

4.4.2 Best Practice Guidance

The West of Orkney Windfarm is committed to significantly exceeding its statutory obligations as it seeks to build effective and long-term working relationships with the Project's stakeholders, including local communities. The Scottish Government's Planning Advice Note **PAN3/ 2010 Community Engagement** provides advice to applicants on ways to effectively engage with communities on planning matters. It links directly to the Scottish Government's **National Standards for Community Engagement**⁴ and endorses the **PAS SP=EED Framework (Successful Planning Equals Effective Engagement and Delivery)**.

Developed by Planning Aid for Scotland (now PAS), the **SP=EED Framework** provides a practical guide to undertaking effective engagement and is the primary model for this engagement strategy. It is based around eight criteria for effective engagement. Full details of the framework can be seen in Table 3.

The Scottish Government's Scottish Community Development Centre has recently produced updated guidance on how to engage with communities during and after the Covid-19 pandemic. It highlights issues which may be affecting communities that might make it more difficult for people to take part in engagement activity. The guide, called **National Standards for Community Engagement: Engaging with our communities to support recovery and renewal**⁵ directs users to online tools and resources to help address these issues and these sources have been consulted in devising this plan.

⁴ National Standards for Community Engagement

⁵ National Standards for Community Engagement: Engaging with our communities to support recovery and renewal

Table 3: Summary of engagement approach using SP=EED Framework

Criterion	Giving Information	Consulting and Listening	Actions by West of Orkney Windfarm
Transparency and Integrity	The purpose of the engagement is clear and people can find out about it easily.	Rights to participate are clearly explained and opportunities to express opinions are publicised.	Plans for engagement clearly articulated in CEP.
Co-ordination	The timetable for the engagement process published and relevant relationships explained.	The timetable for the engagement process includes adequate periods for meetings, public events and discussions with stakeholders.	Draft timetable included in CEP and based on Project timeline and extensive experience on other projects.
Information	Information will be relevant, accurate and comprehensible to the target audience.	Information will be communicated and shared, aiming to invite feedback.	Range of formats and communication channels. Use of clear, unambiguous and jargon-free language.
Appropriateness	Information will be presented to suit its intended audience and can be accessed by all stakeholders at each stage of the process.	Engagement processes to fit the situation to be used, with opportunities for discussion and for answers to be raised and answered.	Consultation with community leaders on draft CEP to ensure approach is appropriate to local context(s).
Responsiveness	Relevant information will be provided at every stage of the process.	Findings from the engagement process will be analysed, disseminated, and potentially incorporated.	Iterative programme of engagement to allow for responding to feedback and re-engaging as necessary.
Inclusiveness	Relevant representative groups/ organisations identified and information designed and disseminated to reach them.	Emphasis on allowing the voices of seldom heard groups and those most likely to be affected to be heard.	Analysis of local stakeholder landscape and consultation with community leaders to ensure representativeness and identify potential issues and communication needs.
Monitoring and Evaluation	Distribution of information and feedback received on the engagement process will be analysed after the process is completed.	Monitoring and evaluation of the engagement process will take place on an on-going basis.	Ongoing monitoring and review of engagement including alterations to approach as required. Full reporting in line with planning legislation.
Learning and Sharing	Lessons from the engagement process will be identified and lead to on-going improvements in quality.	Lessons from the engagement process will be reviewed and shared with a focus on learning and training.	Lessons from previous engagement programmes have already informed CEP. Ongoing review to identify opportunities for continuous improvement.

4.4.3 Verifying Engagements

An ongoing review process will ensure compliance with the principles of the SP=EED framework. For example, by comparing the demographic profiles of community participants against profiles of the target population we will be able to assess whether the responses received are representative of the community as a whole. This will help to verify whether the engagement is appropriate and inclusive in line with the SP=EED model or whether changes to the approach are required.

4.4.4 Main Areas to be Consulted on

At the outset, we have consulted on the consultation process itself to establish the ways in which communities wish to be engaged. Feedback from stakeholders, including community leaders and representatives, has been used to refine this community engagement plan to make it as effective as possible in delivering the consultation objectives. This will be an iterative process throughout the life of the Project. Key topics for the engagement are expected to include those illustrated in Figure 4.



Figure 4: Topics to be Consulted on

4.5 Community benefits

From the outset, the Project team is considering ways in which the Project can benefit communities. Engaging local communities and other interested stakeholders in discussions surrounding community benefit will help to direct any potential expenditure to areas of greatest need. The Project team proposes to discuss the timing and format of these discussions with community leaders. Suggested community benefits could include actions to:

- Reduce dependence on fossil fuels
- Improve the stability of the electricity supply
- Support energy efficiency programmes (eg: through the Warmer Homes Scotland scheme)
- Enhance employability through skills development
- Create employment opportunities
- Support affordable housing initiatives

4.6 Proposed timeline for development

An indicative Project timeline has been prepared, as illustrated in Figure 5. It may be subject to change and refinement as the Project develops. The indicative timeline has been used as the basis for developing the community engagement plan and the key engagement activities are timed to reflect when information will become available as the Project evolves.

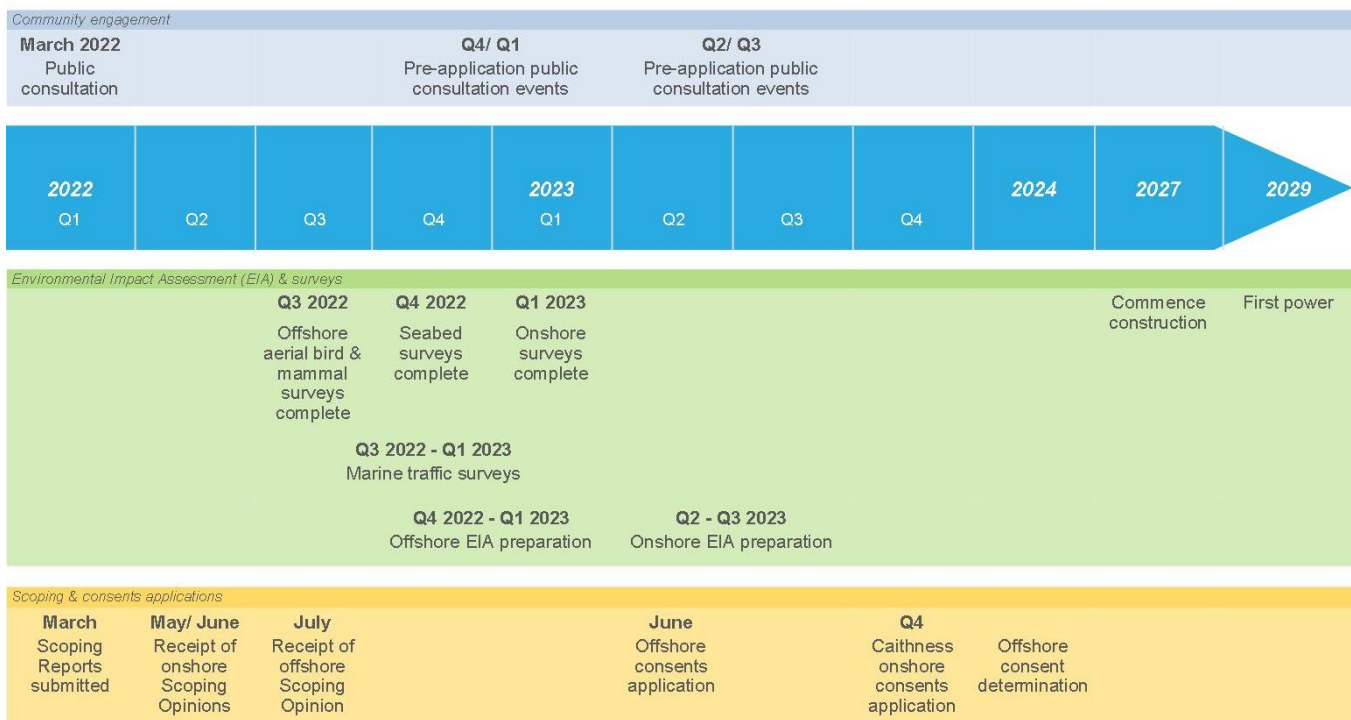


Figure 5: Indicative Project Timeline

5. Stakeholder Analysis

5.1 Stakeholder identification

The process of stakeholder identification and mapping follows best practice guidelines with the aims of inclusiveness and equality, giving stakeholders the opportunity to determine how they wish to be consulted. It is understood that many stakeholders will be interested in the Project and will want to be engaged in dialogue. The aim is to provide broad and fair access to enable stakeholders to participate as equals in the engagement process by delivering a consultation plan which respects the different needs and expectations of stakeholders.

5.2 Needs analysis

Each stakeholder group will have a different degree of interest in the proposed West of Orkney Windfarm which will inform the engagement methods to be used. For example, it may sometimes be appropriate to supply regular one-way information updates to some stakeholders, while others will be involved in more interactive discussions. Engagement with community stakeholders requires a range of different approaches to enable and encourage effective engagement. The most effective way of engaging all stakeholders will be to allow them to influence the direction their involvement takes.

5.3 Accessing seldom-heard groups

The Project team is seeking assistance from a range of stakeholders with a view to accessing seldom-heard groups more effectively. Organisations that specialise in promoting inclusiveness and relevant local authority staff such as Equalities Officers, Youth Engagement Officers, Access Panels, Community Planning Partnerships, etc are being consulted.

Discussions with community leaders and representatives have highlighted key contacts in this regard, such as the Ormlie Community Association which works in an area of high deprivation supporting single mothers, those experiencing unemployment and older members of the community. These groups are typically less well represented during community consultations and the Project team will work with the Association to identify ways to engage with them effectively.

During the consultation process, data is recorded on factors relevant to representativeness such as age and residence, etc. It will then be possible to compare the profile of participants against the profiles for those communities most likely to be affected by the proposals to ensure that the engagement is appropriately representative. If it appears that the engagement is failing in this regard, measures will be taken to revise the approach to improve inclusivity.

5.4 Stakeholder landscape

For the purposes of this document, the focus is on community stakeholders. This group includes organisations or individuals which the Project may affect because they live, work, or pursue other activities in the area. Although the engagement process enables statutory consultees (such as NatureScot) to comment on behalf of community stakeholders, it is essential that the people whom the Project will affect are informed about the activity and have the opportunity to be included directly in the consultation. Specific community groups who typically may be consulted are:

- People who have formed themselves into any group or groups for the purpose of objecting to or supporting the proposals
- People who are identified as 'hard to reach' or 'seldom heard'
- People with a particular perspective (e.g. school students and young people)

5.5 Community stakeholders

Impacted individuals and communities will include residents living in Orkney, Caithness and Sutherland. However, people from outside these areas may also have an interest in the Project, particularly tourists and visitors to the area. Our aim is to develop a comprehensive list of stakeholders and groups as the Project develops. By registering on the Project website we will be able to keep you up-to-date with any developments and invite you to attend any upcoming events.

5.6 Community Councils

Figure 6 illustrates the relevant Community Councils to be targeted during the engagement.

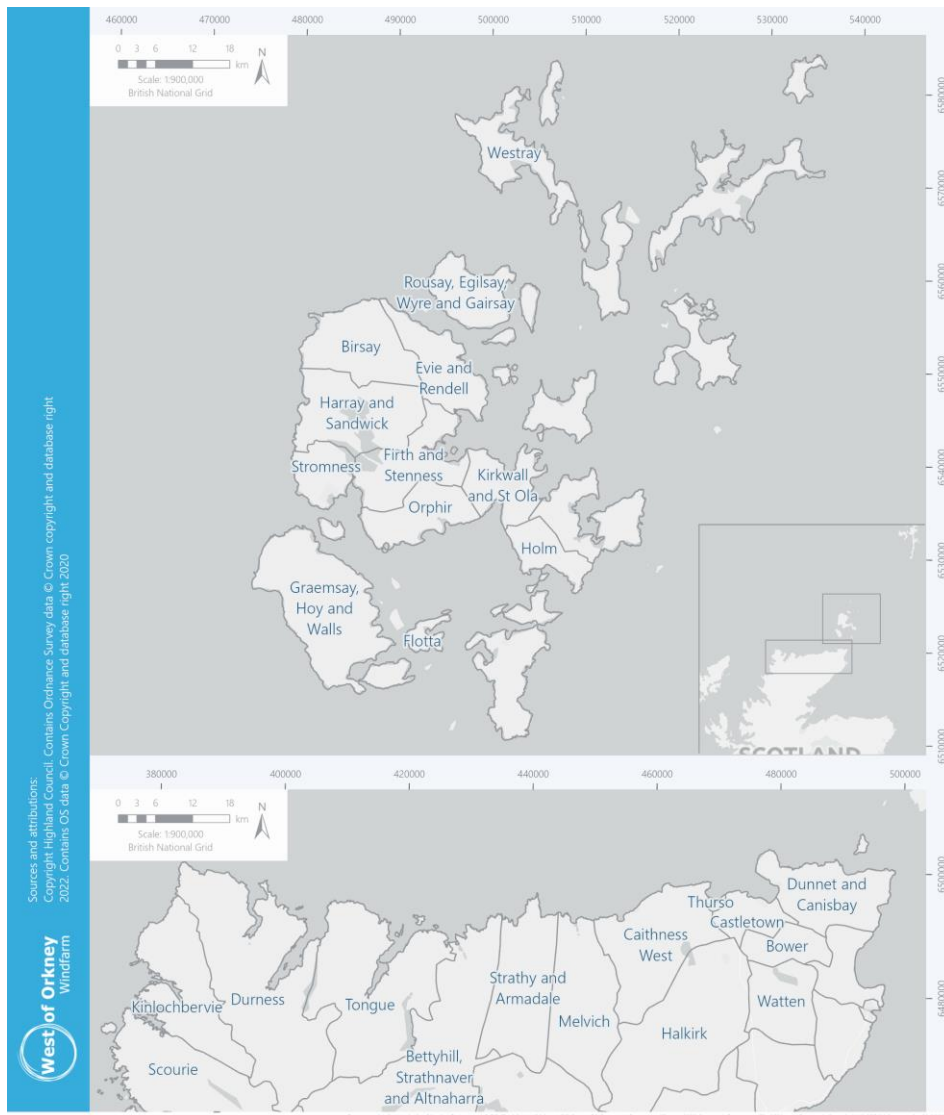


Figure 6: Relevant Community Councils - Orkney & Highland

5.7 Other community organisations

Many communities also feature other community groups or local organisations set up around a particular interest or to address a specific need within the community. A number of these groups and organisations have been identified including local Development Trusts and community renewable energy initiatives.

5.8 Education/ young people

Young people often have an interest in what is going on their local area and may also benefit from learning opportunities associated with a project of this nature. We aim to contact secondary schools to ascertain how best to engage with pupils and opportunities to engage with young people will be investigated and followed through where appropriate.

Early discussions with community leaders have suggested other channels for engagement which we will explore including:

- Young Farmers
- Youth Café
- Youth Forum
- Developing the Young Workforce

6. Tools Selected for Engagement

6.1 Criteria for selecting tools

The effectiveness of the CEP will ultimately depend upon the appropriateness and robustness of the tools used to engage. A number of key criteria have been considered when determining which methods to employ as detailed in Table 4. Based on these criteria and the Project team’s experience of engaging with communities on other projects, the tools outlined below are proposed for the engagement.

Table 4: Criteria for selecting engagement tools

Criteria	Options
Stage	<ul style="list-style-type: none">• Very early stages require more informative techniques to establish a knowledge base amongst stakeholders• Subsequent stages will be more participative and interactive as the consultation seeks to canvass the views and comments of stakeholders• Late stages are likely to involve further informative elements to disseminate the findings and evaluate the effectiveness of engagement
Stakeholder needs	<ul style="list-style-type: none">• Language• Accessibility• Support services (e.g. for those with caring responsibilities)
Type of data required	<ul style="list-style-type: none">• Quantitative – used for categorising, measuring, profiling• Qualitative – gathering opinions, feelings, and suggestions• Balance to be struck between capturing more complex, in depth responses from fewer stakeholders and less detailed input from a larger number of participants• How the data will be analysed and reported

6.2 ‘Formal’ public exhibitions

Formal public exhibitions play a key part in effective statutory pre-application consultation and provide real benefits as interested members of the general public are given direct access to the Project team to discuss technical, social and environmental issues. Given issues around social distancing and evolving preferences for remote engagement, we are adopting a hybrid approach to formal public exhibitions.

At the time of Project launch, face-to-face meetings were still restricted and the decision was taken to hold our first public event in March 2022 as a virtual exhibition. This exhibition sought to replicate much of the traditional public event experience with similar display materials and feedback forms on our virtual exhibition portal and live question and answer webinars, hosted by the Project team.

Going forward, the virtual exhibition will be updated at key stages and will be augmented with face-to-face drop-in public exhibitions at suitable accessible locations in the vicinity of the proposals to provide an opportunity for broad stakeholder involvement. The drop-in format encourages participation by people who may be discouraged from contributing in the forum of a conventional public meeting. The events will continue to incorporate methods for capturing opinions and views on the development, such as the feedback form used at the first virtual exhibition.

As was the case in the virtual event in March 2022, the face-to-face exhibitions will be held over the course of a day and evening, providing greater accessibility to more people than a meeting whose audience is restricted to only those who can attend at a given time. These will be held in a variety of appropriate venues (community halls, libraries, etc.) with guidance from local community leaders. Potential venues have been identified and discussed with community leaders who have also been invited to suggest additional or alternative venues. The current list of potential venues is as follows:

Table 5: Potential venues for public events

Orkney	Caithness & Sutherland
<ul style="list-style-type: none">• Stromness Community Centre• Graemsay Village Hall• Kirkwall & St Ola Community Centre• Flotta Community Centre• North Walls Community School• Pickaquoy Centre, Kirkwall	<ul style="list-style-type: none">• Spittal Village hall• North Coast Visitor Centre, Thurso• Bettyhill Village hall• Strathy Hall• The Kyle Centre, Tongue• Thurso Library• Armadale Village Hall• Reay Centre• Village halls in Durness, Kinlocherry, Scourie

In terms of timings, it is expected that drop-in public exhibitions relating to the development of the offshore windfarm will be held in:

- March 2022 (already held) - following the award of exclusivity agreements through the ScotWind Leasing Round
- 2022 Q4/ 2023 Q1 - as part of the formal pre-application consultation process during development of the consent and planning applications to be submitted in 2023
- 2023 Q3/ Q4 - as part of the formal pre-application consultation process for the onshore planning application for Caithness
- Subsequent events will also be required ahead of the Marine Licence and Planning applications for the export cables and substation associated with export to the Flotta Hydrogen Hub

The dates for these events will be dependent upon how the Project progresses and will be widely publicised to maximise attendance.

6.3 'Informal' community events

Our experience indicates that those who attend traditional public exhibitions typically fall into a relatively narrow demographic group which is not necessarily representative of the community as a whole. As a result, we are working with communities to identify and deliver events that are more inclusive and reach a wider audience than traditional approaches by capitalising on engagement opportunities that may emerge.

We have previously conducted very successful engagement at summer fetes and galas, agricultural shows, festivals and air shows. Our approach typically involves setting up a marquee at these events to accommodate a mobile exhibition which is delivered by members of the Project team supported by specialist facilitators who help to initiate dialogue and engage visitors. Starting in 2022, we will attend four of these types of events in Orkney and Highland. Events booked for 2022 are highlighted in Figure 7.

During meetings with community leaders and representatives, we have invited suggestions for future events to attend and the following have been proposed:

Table 6: Potential community events to attend

Orkney	Caithness & Sutherland
<ul style="list-style-type: none">• Stromness Shopping Week (July)• The Tractor Light Show• Vintage Rally at the Auction Mart (August)• Orkney International Science Festival (September)	<ul style="list-style-type: none">• Highlands Climate Festival (June/ July)• Caithness County Show (July)• Thurso Town Market• Kyle & Tongue Fun Weekend• Scrabster Lifeboat Day• Thurso Lifeboat Day

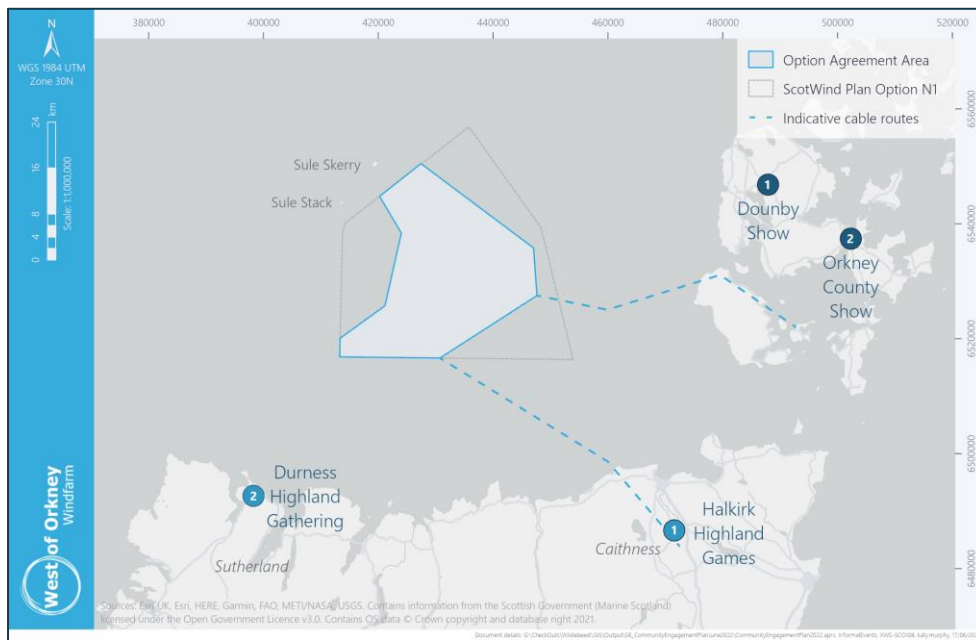


Figure 7: Informal Events Booked for 2022

6.4 Community Panels

The Project team has established three Community Panels covering Orkney, Caithness and Sutherland. Community Councils and other relevant community-based organisations such as Development Trusts have been invited to participate and inaugural meetings of each panel were held in June 2022. The purpose of the Community Panels is to bring community leaders and representatives together to discuss the proposals. The first meetings involved presentations about the project and the associated stakeholder engagement strategy. Attendees were asked to provide feedback on the proposed approach to engagement and to make suggestions for improvements. The discussions were thought provoking and insightful and the input provided has been incorporated into this Community Engagement Plan. Subsequent meetings are proposed for October 2022.

6.5 Working groups

The Project team is establishing a number of topic specific Working Groups to discuss particular aspects of the proposal and inform the Environmental Impact Assessment. These Working Groups involve local and technical experts with relevant experience and knowledge of the local area.

6.6 Content of exhibitions

The exhibitions will typically include:

- A project 'story board' display featuring details of the project and associated visual aids such as photomontages
- An explanation of the purpose of this consultation
- An outline of the consenting process for this project
- Summaries of key documents and signposting to relevant sources
- Video displays and visual simulations
- Information leaflets to take away, where appropriate
- Questionnaires and comments forms which offer the opportunity for feedback

Project team contact details

6.7 Engagement portal & social media

A dedicated Project website provides an engagement portal for anyone wishing to find out more about the proposals. This is already playing a vital role in our engagement activities in response to restrictions and concerns relating to Covid-19. The main access points are the website and associated virtual exhibition which will run throughout the duration of the development.

These tools provide access to:

- Key Project documents and information
- Community questionnaires
- Information about webinars/ 'virtual town hall events' (specific online events where the Project team will be available)
- Signposting to the Project's social media channels and other sources of information, where appropriate. Social media interactions are expected to form an important form of engagement with local communities to meet the needs of a broad demographic spectrum

6.8 Communications

Channels for communicating with community stakeholders will likely include:

- Newsletters, leaflets and flyers (providing details of the proposals and promoting specific engagement events)
- Posters (as above)
- Exhibition materials (storyboards to be displayed at public events and on the engagement portal)
- Press releases/ newspaper articles
- Project updates via the engagement portal (including downloadable newsletters and other relevant documents)
- Project information such as leaflets left in public places (eg: libraries, community halls, post offices and local businesses)
- Static exhibitions in public places (either independently or alongside other displays such as local Charrettes)

6.9 Project questionnaire

Obtaining feedback from stakeholders is the overarching aim of the engagement process and it is critical that the data collected is managed and analysed effectively. To this end, a standard question set has been created which can be used in a variety of formats and settings.

At the public drop-in exhibitions and community events, participants will be invited to complete the questionnaire. The questionnaire is also available electronically on the virtual exhibition via the website. Posters featuring details about where to complete the questionnaire (including QR codes, web addresses, telephone number to receive by post) will be displayed in key locations within the local areas of Orkney, Caithness and Sutherland. Discussions have also been held with the Community Panels to identify ways to maximise completion rates and the following suggestions have been made:

Table 7: Suggested promotion of community questionnaire

Locations for posters/ adverts	Locations for printed questionnaires	Groups/ contacts to target
<ul style="list-style-type: none">• Village shops• Community notice boards• Post offices• Libraries• Doctors surgeries• Community centres• Social media• Caithness FM• Radio Orkney• Dounreay Public Information Unit• Empty shop windows	<ul style="list-style-type: none">• Visitor accommodation• Visitor attractions (eg: North Coast Visitor Centre)• Village shops• Libraries• Community centres• Schools	<ul style="list-style-type: none">• Community Planning Partnerships• Community Conversations• Ormlie Housing Association• North Coast Connection• Sutherland Resilience Group• Caithness Resilience Group• Portskerra Harbour Association• Transport for Tongue• The British Legion• Caithness Poverty Action Group

6.10 Supply chain engagement

The Project team is fully committed to ensuring that the Project benefits the local economy by making a positive contribution to employment and business opportunities for local people. We propose to work with local agencies involved in capacity building and skills development with a view to identifying ways in which we can support these objectives.

We will also engage with the potential supply chain for the Project at the earliest opportunity. Supply chain events will allow those who are interested in supplying goods and services to the Project to find out how to get involved.

7. Reporting and Recording

7.1 Data processing

With such a comprehensive programme of engagement, it is important to record any data collected accurately and securely and to act on feedback received. Our process for collecting and storing data is fully compliant with the General Data Protection Regulations (GDPR) and ensures that all consultation responses are processed and considered appropriately. This includes reviewing proposals in light of feedback and producing a processing log which shares our responses to the consultation output in terms of specific actions taken or changes made to the proposals.

7.2 Reporting on engagement

Pre-Application Consultation with Communities (PAC) Reports, or equivalent, will be produced as required for each consent/planning application, and are expected to include:

- Summaries of the consultation and engagement activities undertaken
- Responses received from community stakeholders
- An explanation of those changes that have been made to the proposals as a result of stakeholder feedback
- The outcome of the SP=EED audit of the community engagement

A1. Appendix 1: Acronyms

Acronym	Definition
CEP	Community Engagement Plan
CES	Crown Estate Scotland
EIA	Environmental Impact Assessment
EIAR	Environmental Impact Assessment Report
EU	European Union
GW	Gigawatt
HRA	Habitats Regulations Appraisal
MS-LOT	Marine Scotland's License and Operations Team
OAA	Option Agreement Area
OLA	Option to Lease Agreement
OWPL	Offshore Wind Power Limited
PAC	Pre-Application Consultation
PAN	Proposal of Application Notice
PO	Plan Option
RSPB	The Royal Society for the Protection of Birds
SEPA	Scottish Environment Protection Agency
SHE	Scottish Hydro Electric
SP=EED	Successful Planning Equals Effective Engagement and Delivery
UK	United Kingdom

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