



VAO News & Services

Community Planning and the Third Sector

Towards the end of last year VAO was selected as one of five pilot areas to take part in the Community Planning Improvement Programme (CPIP). The aim of the programme was to evaluate and to improve the engagement of the third sector in community planning. (The attached briefing paper provides more information about the programme and the work undertaken locally).



At the end of the review process which involved representatives from the third sector and a range of statutory partners, the areas for improvement identified were:

- Community Planning Partnership (CPP) needs to clearly define its role and purpose in plain language and make this accessible to third sector organisations. (**Third Sector Engagement**)
- Priorities must be based on evidence, focusing on need and must be reviewed regularly. (**Use of Evidence**)
- The CPP needs an outcomes focused planning approach using language that is easily understood by all practitioners, users and members of the general public. (**Focus on Outcomes**)
- There needs to be more democratic leadership with rotating leadership and a restructuring of the partnership into three action groups with a re-focus on priorities: sustainable communities, positive ageing, and vibrant economic environment. (**Leadership & Relationships**)
- There needs to be a review of thematic groups' purpose and composition with the aim to break through the desire to silo certain topics to specific groups. (**Governance**)
- The CPP needs to monitor the effectiveness of activity relating to achievement of outcomes as part of an ongoing circular process. (**Accountability**)

These mirrored to some extent the findings of the self-evaluation carried out by the CPP Steering Group and the audit carried out by Audit Scotland.

As a result of all of this work, in December 2014, VAO alongside OIC and NHSO, as part of a short life working group, were tasked by the CPP Steering Group with developing the recommendations for restructuring the Community Planning Partnership in Orkney and this has culminated in a set of proposals that were presented and approved by the Steering Group on 23 February.

Alongside this VAO is looking at how we can strengthen the role of the third sector in community planning in Orkney, how we can get better representation across the new CPP structure at all levels, and how we can help further develop the understanding of partners about the role and reach of the third sector and our communities. By working with third sector colleagues in other areas, looking at what works, we are now looking to design and deliver an event to start this programme of work in Orkney.

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We hope to:

- develop and embed a Voluntary Sector Strategy that will sit as part of Community Planning
- develop Third Sector Representatives who will have a seat at each level of the new CPP structure, providing effective third sector representation and communication
- we hope to further develop the Third Sector Forum as a focus for third sector engagement for CPP, communities and organisations, which will be supported by VAO and the Third Sector Representatives.

We are currently planning this work and hope to get the programme underway with a workshop event at our next **Third Sector Forum** meeting on **26 March**.

VAO need all members to get involved and help shape this new approach and your contribution is extremely valuable so please come along to the meeting at **11am** on **26 March**, in the McGillivray room at **Kirkwall Library**. If you are not currently a Third Sector Forum member but would like to get involved please get in touch, it is open to all third sector groups.

If you would like further information please contact [Caron Jenkins](#), Community Planning Development Worker, at VAO on 872897.

Orkney Third Sector: Economic Impact Study

VAO and HIE have recently commissioned Brian Burns Associates to carry out an economic impact study of Orkney's Third Sector. The Third Sector is an unwieldy term but it covers a wide range of organisations (voluntary and community organisations, charities, social enterprises, volunteers) and is recognised by governmental bodies from the Scottish Government to the UN.



The key objective of the Orkney project is to provide up-to-date, accurate and reliable information about the sector to:

- Provide a holistic and robust view of the nature, scale and impact of the sector;
- Provide information that helps to raise awareness and understanding of the sector;
- Raise the sector's profile and give it equal status with the public and private sectors in the collective work to improve and sustain the prosperity of Orkney's communities; and
- Provide information and insights into the challenges and growth opportunities facing the Third Sector in the short and medium term.

An important part of the study is a survey of all Third Sector organisations in Orkney to gather information relating to issues such as the facilities and services provided by organisations; and the number of people employed by, or volunteering for, them.

We would urge organisations to participate in the survey as the higher the survey response rate the more accurate the overall study findings.

The survey work will be augmented by a number of case studies of particularly significant Third Sector organisations operating in Orkney.

The study will be undertaken during March and April and we will be in touch with further details soon.

For more information, please contact [Gail Anderson](#) at VAO on 872897.

Birsay Community Development Officer

The community of Birsay has successfully applied for funding to employ a Community Development Officer to help with their many ideas for improving the economic prospects of the area and a number of exciting social and cultural projects currently under way.

With grant support from Orkney Islands Council and Highlands and Islands Enterprise and practical support from VAO, Alan Manzie has been appointed to the post. Alan is employed by VAO to work with Birsay organisations and community, to help them build and implement a Community Development Plan.

Alan joins us with a wealth of commercial experience gained with Unilever in Sales & Business Development, followed by a course in Rural Development with the University of Highlands & Islands. He moved to his first community post here in Orkney, working for two and a half years with the Shapinsay Development Trust when they were building their Community Wind Turbine.



The Birsay initiative is being led by a Steering Group that includes five Birsay partners; the Heritage Trust, the St. Magnus Church Birsay Trust, the Community Council, the Community Association, and the Agricultural Association, along with representatives from OIC Economic Development, Highlands and Islands Enterprise and VAO. The Steering Group is inviting interest from everyone living and working in Birsay so that as many folk as possible contribute to the Development Plan; it will, over the next few years, guide all the

thinking as to activities and initiatives to improve life for everyone there.

Meetings have started with each of the partner community groups focusing, initially, on current projects, coming back over the next two or three months to broaden thinking into the wider community benefit.

Alan will be out and about in Birsay, usually Mondays through to Wednesdays, working out of an office in the Community Hall, and in the VAO office on Thursdays. Alan can be contacted by [email](mailto:alan@vao.gov.scot) or on 872897 or 07503 519328.

*Helping build and
implement a
Community
Development Plan
in Birsay*

People Management: Policies & Procedures

Policies and Procedures provide the framework within which an organisation operates. They define what an organisation does and how they do it, clear policies and procedures support effective decision making because they provide guidelines on what people can and cannot do, what decisions they can make and what actions are appropriate.

Policies and procedures will ensure there are fewer misunderstandings or debates about what should be done in particular situations while ensuring consistency in the way in which an organisation operates and makes decisions.



The policies and procedures an organisation will need will depend on the type of organisation and the size. If an organisation employs staff, this also involves a number of legal obligations. Often funders ask to ensure organisations have certain policies in place before they will consider funding.

For more information on how we can help you with this please contact [Hannah Ker](mailto:hannah.ker@vao.gov.scot) on 872897.

*Do you need help
with your Policies
& Procedures?*

Have your say.....

Community Learning and Development Plan Consultation



The Strategic Community Learning and Development Group, with support from Education Scotland and Highlands and Islands Enterprise are currently developing a 3 year CLD plan for Orkney. According to Kerry Spence, OIC CLD Team Leader, 'the

CLD task is to help people, whatever their age or background, get involved in learning opportunities and play as full a part as possible in the life of their communities'. People are invited to help shape the new plan by giving their views on how CLD should be focused for their area and Orkney as a whole.

A survey monkey questionnaire can be found [here](#) and is open for anyone to complete.

The team are also holding a number of learner workshops and discussions, stakeholder interviews and peer consultations. In addition they are running a number of community focus groups, dates of those still to be held are:

Stenness Community School: 7-9pm Wednesday 4 March

Stromness Community Centre: 7-9pm Thursday 5 March

For more information on the Community Learning and Development plan in Orkney, please follow @OrkneyLearns on Twitter and OrkneyLearns on Facebook, or contact [Kerry Spence](#).

Public Procurement Consultation



The Scottish Government has recently published a consultation document on changes to the public procurement rules in Scotland. The consultation can be found [here](#)

The consultation describes, and seeks views on, the Scottish Government's plans to change the procurement rules in Scotland. These changes largely arise from three new EU Directives concerned with Public Procurement, Concessions and Utilities contracts and must be implemented into new Scottish Regulations by 18 April 2016. The consultation also considers elements of the Procurement Reform (Scotland) Act 2014 that have yet to be implemented.

Responses to the consultation will inform the development of secondary legislation transposing the new Directives as well as secondary legislation and statutory guidance arising from the Act. Please use the [Respondent Information Form](#) to respond to any or all of the questions you feel relevant. The consultation closes on Thursday 30 April 2015.

Do you use an osteopath?



General
Osteopathic
Council

The General Osteopathic Council is seeking views on proposals for a new continuing professional development (CPD) scheme for osteopaths and is keen to hear the views of patients and members of the public. Through this scheme, the Council wants to support osteopaths to demonstrate they continue to meet current professional standards, and also to assure the public that osteopaths keep themselves up to date.

The consultation materials are available on the General Osteopathic Council [website](#), including background documents, draft guidelines, as well as other resources and case studies to show how the scheme would work. There are two consultation documents – a full consultation and a shorter summary consultation which is designed for patients and members of the public.

The consultation documents can be completed online or they can be printed and posted if preferred. The closing date for the consultation is 31 May 2015.



*How could CLD
work better for
you?*

*Help to shape
public
procurement rules
in Scotland*

Learning Events

Mental Health First Aid in the Orkney Community

Safe Talk Session - Wednesday **8 April**, 6.30pm to 8.30pm at The Life Centre, East Road, Kirkwall.

Scottish Mental Health First Aid - Wednesday **8 April** – Thursday **9 April** 9.30am to 4.30pm at the Life Centre, East Road, Kirkwall.

Scottish Mental Health First Aid Training for Young People - Saturday **18 April** – 9.30am to 4.30 pm, Garden Room at King Street Halls, Kirkwall.

Self Harm Workshops - Thursday **23 April** 12.00 till 5pm or Friday **24 April** 10am till 4pm 2015. The Life Centre, Kirkwall.

For more information or to book a place on any of the above sessions, please contact [VAO](#) on 872897.

ChooseLife

Suicide prevention in Scotland

Resourcing Scotland's Heritage



Resourcing Scotland's Heritage (RSH) provides inspiration and practical advice to help heritage organisations maximise results from their

fundraising. With local training from the experts and support from peers, Resourcing Scotland's Heritage provides everything you need to know about successful fundraising from private sources including individuals, businesses and private charitable trusts.

The three year training programme, funded by the Heritage Lottery Fund, is now well underway with over 20 events delivered so far. Sessions include: Make it Happen - an introduction to fundraising from private sources; Planning to Progress - a fundraising strategy development course; In Focus - a series of events focussed on one aspect of fundraising from private sources such as Legacies, Friends and Membership, Case for Support, Annual Giving, Researching Trusts on a Shoestring, Applying to Trusts & Foundations, Introduction to Sponsorship and Crowdfunding.

The programme is open to all working and volunteering in heritage including: Projects in green spaces and urban environments; Historic buildings and environment; Archaeology; Museums, galleries and heritage venues; Voluntary and community groups working within heritage.

The RSH team is keen to bring the training courses to Orkney in September 2015. Would you like to participate? Please send an email to the RSH Project Manager [Louise Downing](#) to express your interest and include information on the courses and topics you are most interested in.

Resourcing Scotland's Heritage is a partnership project led by Arts & Business Scotland with Archaeology Scotland, Built Environment Forum Scotland, greenspace Scotland and Museums Galleries Scotland. Further information and a wealth of resources can be found [here](#).



DigiScotFest Orkney 17 March 2015

It's easy to take the internet for granted, but more than a million people in Scotland lack the [basic online skills](#) to communicate, find information, get things done and stay safe on the web. What's more, many charities and voluntary organisations are missing a huge opportunity to boost their impact and engagement by using digital tools. We think the internet should be for everyone, so we're leading an ambitious programme to promote digital participation and basic digital skills. Part of our programme is partnering with others and getting out and about with practical workshops, help with our projects and listening to local stories.

Along with Citizens Online, Royal Society of Edinburgh, Highlands & Islands Enterprise and Voluntary Action Orkney we'd love to see you at DigiScotFest Orkney on 17 March. For more information and booking register via digital@scvo.org.uk or keep an eye out via [DigiScot Fest out & about](#).

*Would you like to
boost your
organisation's
impact and
engagement by
using digital tools?*

Volunteering Opportunities

VAO/CAB Universal Credit Support Service

Are you good with Computers and IT? Are you good at filling in online forms and applications? Would you like to help others who might need support in these areas?

The process for people applying for all benefits is changing. Applications will now have to be made online and we're aware of the challenges this may present in Orkney. To help address them we have been awarded funding from the Welfare Reform Resilience Fund to deliver a service to local people who might need some support, for example, with access to hardware, internet connection and most importantly the confidence to complete an online application.

To achieve this we need the help of volunteers who will receive training from CAB staff, on-going support from VAO plus reasonable travel expenses.

If you would like to help or would like to find out more, please call VAO on 872897 and ask to speak to [Rob](#).

This is a partnership project supported by Orkney Islands Council and delivered by VAO and Citizens Advice Bureau (CAB)

Dates for your diary

Third Sector Forum - 11am 26 March 2015

The meeting will begin the work to:

- develop and embed a Voluntary Sector Strategy that will sit as part of Community Planning
- develop Third Sector Representatives who will have a seat at each level of the new CPP structure, providing effective third sector representation and communication
- we hope to further develop the Third Sector Forum as a focus for third sector engagement for CPP, communities and organisations, which will be supported by VAO and the Third Sector Representatives

Please come along, or send a representative. The meeting will be held in the McGillivray room at Kirkwall Library. If you'd like to find out more contact [Caron](#) on 872897.



Counselling Centre Reception Volunteers

VAO wishes to recruit volunteer receptionists for the Orkney Counselling and Support Centre. The Counselling Centre is home to Relationships Scotland Orkney, Advocacy Orkney, Cruse Bereavement Care, Samaritans and Enable. Receptionists are responsible for greeting clients, making them feel welcome and comfortable and assisting the counsellors with various administrative tasks.

We are looking for people to provide reception cover for out-of-hours appointments, primarily early evenings and Saturdays. There is also opportunity to provide more extensive cover for staff annual leave. For more information please contact [Rob](#) at VAO on 872897 or [Cecily](#) on 873937.

Coaching & Volunteering Conference



Bookings are still being taken for Orkney's 2nd Coaching and Volunteering Conference weekend being held on Saturday 7 and Sunday 8 of March. 19 different workshops will be available to local coaches, parents, teachers, sports leaders, committee members and other volunteers, covering a wide range of topics and activities.

Further information and booking forms are available from OIC Customer Services, KT Sports, Schools and Swimming pools. Please contact [Active Schools](#) on 873535 ext 2442 for more information. Please register by Monday 2 March.



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