



## **Westray Development Trust Annual Report**

**2014-2015**



### **Our vision...**

*To develop the economic, social and cultural sustainability of our community by harnessing the quality of our resources, people and island environment.*

## Chairman's Report

This report covers our financial year from 1st July to 30th June.

This has been another busy year for the Trust and its directors but is being made easier for the directors by now having 2 very competent members of staff dealing with the workload.

This leaves the directors more time to concentrate on the vision and priorities required to take the Trust where the members agree for it to go.

Andy Makin, the manager, is now the public face of the Trust and is keen for anyone to pop in to discuss any issues or proposals for development whether for business or community projects.

Janice, our admin and finance officer, is progressing with her vision to become a qualified accountant which means a lot to us too. Her desk is a very busy one as everything at some point crosses it and we really appreciate the work she does for us.

Our staff have also been issued with clear criteria on some of the small grants and training grants so that they can make decisions based on those criteria thereby saving time for directors and for the PEG group.

We set up a financial sub-group, of 3 directors Andy and Janice. This has been a great success. It has helped with the setting up of many of the budgets which are now much clearer and easier for the staff to operate.

Training grants have increased in number this year with much of the increase due to the progressive operation of the Learning Centre by Corinne Curtis. The centre has

operated very successfully this year helping individuals from all age groups to enhance their understanding of new technology and increase their knowledge in personal and work related subjects.

Andy has been working with the youngsters through the Hofn group and formed a Peedie Development Trust. The aim of this is to encourage people at a younger age to work together in group settings in business and community interests and to become financially aware of what is required in the operation of businesses and community groups. This will also hopefully start them on a process to become directors of WDT in the future.

Financial investments have been under discussion for some time. These can vary from loans to local business to investing in the financial markets. These are ok for us to do as a charity provided the investments earn money for the furtherance of our objects as a Trust.

We have agreed loans locally and have set aside a considerable sum to invest with Adam & Co in the financial markets in various lengths of term investments. We have a substantial income each year from the turbine and we need to keep this money working for us. We are aware that the turbine won't generate an income for us forever so we have to look ahead for income sources to enable WDT to function beyond the life of the turbine.

We amended the Articles of Association of WDT this year to bring them up to date. The changes give advantages and more flexibility in what we are allowed to do within the rules of OSCAR, the charity regulator. These changes were approved at the EGM held in August last year.

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*A monthly Tuesday night Board meeting in the Community Classroom. Pictured clockwise from the left: David Seatter, Bill Turnbull, Douglas Leslie, Geordie Drever, Geordie Costie, Danny Harcus, Phillip Bews, Peter Needham.*

## **Chairman's report continued**

We have appointed Hazel Moore as a part time Tourist officer this year who is helping to give the tourism industry a boost with their marketing and raising the profile of tourism in Westray and Papa Westray. This post is partly funded by HIE for a possible 2 years and is managed by WDT with substantial input from the tourism industry.

A housing survey has been done to gauge the level of housing requirement in Westray for rented accommodation or shared ownership. Housing has been a key theme of WDT for some time and hopefully this will take it a stage further on. OIC have been heavily involved in the part they have played in conducting the survey and analysing the results.

We have been working alongside Westray Community Council again this year with another road scheme and also progressing the Chapel of Rest.

There will be more in depth details on the progress of the Key Themes from other office bearers throughout this annual report.

Our 2 female directors, Margaret Hutchison and June Marcus resigned during the year for reasons outwith their

roles as directors. We did miss them, this leaves a gap in the female input to the operation of the board and we would be keen for others to apply to become directors. Their input is greatly appreciated and helps to give us a more balanced view.

We have 3 directors due to stand down again this year but they are eligible to stand for re-election.

2 have decided not to stand for re-election and we could also do with increasing our number slightly so we are looking for new directors.

I would like to take this opportunity to thank our directors, our full time staff Andy and Janice, our part time staff Hazel and Corinne, the PEG group and our advisors for their commitment, effort and genuine interest they give to this organisation. It is a pleasure to be a part of this team and to think of what a great asset we have here in WDT and WRE for the benefit of our community.

I would encourage you to come to the AGM to assist in the direction and the goals you wish to set out for your Development Trust. Your input is important and as members of WDT you can be a great help in planning for the future of our island of Westray.

**Daniel Marcus**

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## **Westray Renewable Energy Ltd**

Production by the community wind turbine this year, July 2014 to June 2015, was slightly down on the same period last year with 3,534.700MWh total power exported into the national grid compared with 3,622.800MWh last year. This production gives a total gross income (including weighted average) of £494,780.

We did have one period of shutdown in January caused by lightning strikes; if you remember, it was very wild during January! The turbine shut down on the 10th and because of the windy weather we were having, the engineers couldn't get to Westray to restart it again until the 19th. During this year, repayments on one of the loans to Triodos bank were completed. However, this meant that the capital repayments on the second loan commenced (previously we'd only been repaying interest).

All operating profits are transferred to Westray Development Trust as the sole shareholder. Audited

accounts have been submitted indicating payments of over £430,000 to WDT (including gift donations, intercompany loan repayments and ground rent).

This year, David Stephenson and Alasdair McVicar both left the board of Westray Renewable Energy Ltd having given over 9 years of service. During that time, they played an enormous part in all aspects of getting the community turbine in place which included spending hours every week in meetings. They also took on first responder duties when the turbine was up and running. The remaining board members would like to take this opportunity to thank both David and Alasdair for all their hard work and dedication to Westray Renewable Energy Ltd and wish them all the best in their retirement.

Current board members are Chairman Wullie Bain, Sam Marcus, Philip Bews, Jeemie Stout and David Hutchison. Elizabeth Drever is Secretary for the company.

**Wullie Bain, Chairman**

## Accountant's Report

There is talk of the audit threshold for charities being raised to a turnover of £1M but this has not happened in Scotland yet. If you were located south of the border, there would be no need for an audit.

We have therefore, as in previous years, prepared consolidated accounts and undertaken an audit of these accounts. As in previous years, the records are sound and well maintained and the result of the audit is a clean audit opinion.

The group has consisted of 3 companies, Westray Development Trust (a charity), Westray Renewable Energy Ltd and Westray Enterprise CIC. Westray Enterprise CIC has been dormant and is currently surplus to requirements and so is in the process of being dissolved

WDT still attracts grants for various projects but the real powerhouse of the group is WRE, which continues to pump out cash for the trust to use for current projects or invest for the future. Remember that at some point the turbine will stop and the flow of cash will dry up. It is therefore essential that the current trustees plan for this eventuality, however distant it may seem at present.

We have dealt with a number of development trusts both in Orkney and elsewhere and there is a phenomenon that

we see which is common to all of them as they develop and mature. This is the evolution of the body of people running the show. The highly focused and committed individuals who pushed the initial development forward and battled against the odds to make the project work, wading through the mass of legal documentation and dealing with bankers and lawyers, are not generally suited to a more mature long game where the pace of development and focus are quite different.

However, from our perspective, the triumph of these "storm troopers" who made the break through is something to be celebrated. They have left a legacy behind that will be around and benefitting the island for years to come, long after their names have been forgotten. I am sure you know who they are.

Donations from WRE to Westray Development Trust so far have been as follows:

Accounting Period	Donation
2011	£92,000
2013	£665,000
2014	£200,000
2015	£339,000
<b>Total to date</b>	<b>£1,296,000</b>

<p><b>I think this last table tells its own story. Whether it was the "storm troopers" who got the turbine funded and built and put it all together against the odds or the team now at the helm, the island surely owes them all a debt of gratitude. Don't forget that in addition to these donations, WRE is paying interest and loan repayments which go back into the bank of WDT. You see, this is just the start of a potentially amazing 20 year story.</b></p>	<p><b>The results for 2015 are as follows:</b></p>				
	<p><b>Financial Summary</b></p>				
		<b>WDT</b>	<b>WRE</b>	<b>WECIC</b>	<b>Consolidated Total*</b>
	Statement of Financial Activities	£000	£000	£000	£000
	Incoming resources	417	572	0	612
	Expenditure	239	494	0	356
	Surplus before Taxes	178	78	0	256
	Balance Sheet				
	Fixed Assets at NBV	441	957	0	1398
	Current Assets	1826	598	0	1915
Current Liabilities	(59)	(168)	(6)	(108)	
Long Term Liabilities	0	(673)	0	(290)	
<b>Total Assets</b>	<b>2208</b>	<b>715</b>	<b>(6)</b>	<b>2915</b>	
	<p>* The consolidated totals exclude all intercompany transactions such as Gift Aid payments, rent, loan interest and service charges as well as inter-company balances eg loans.</p>				

## Treasurer's Report July 2014 to June 2015

As you will see from the Westray Community Turbine Fund report, there have been over £100,000 in successful applications ranging from £20 up to £17,575. The process review was ongoing throughout the year with the new system in place from the 1st of July 2015.

We are continuing to work with Developing Strathclyde Limited to manage loans.

It was noted that there was a substantial sum of money sitting in the Trust's current account which was not being utilised and the Board decided to investigate depositing some of it into

an interest paying account. After this investigation, the Board decided to transfer £700,000 to a 90 day access account with Adam & Company which will earn 0.6% interest. These funds will be used for future projects such as housing and a quarry but it was felt it would be beneficial to have it earning higher interest at present.

The WDT Board wishes to thank the Project Evaluation Group members for their hard work in processing and reviewing project proposals and grant applications before presenting their recommendations to the Trust. Their commitment is very much appreciated by the Board.

**Douglas Leslie**

# Operations Manager's Report

Building on the extensive groundwork already completed by the Board and staff of Westray Development Trust, 2015 has seen some considerable movement on infrastructure and project development.

It quickly became clear that a considerable amount of day-to-day work lay on the shoulders of the Board directors, which had many outcomes but primarily bogged down the Board with areas of management and also slowed down some processes.

The first part of the year was therefore spent on looking at what the Trust does, what it wants to achieve and who is best placed to manage the different areas of operation. Working on the principle that the Board can delegate authority, whilst retaining responsibility, a structure based on an already well worked model was defined, and which came into force on the 1st July 2015. I hope you will all have a chance to see this new structure. If not, copies will be available at the AGM.

There are still some areas of this new structure that need attending to and it will be formally reviewed on the 1st October 2015, such as a legacy contained within the Articles of Association which details that each and every financial transaction requires the signature of two directors.

As part of the review of all financial concerns and acting on the advice from the Charity Regulator, the Board sought out ways of using the capital it had developed to further its future charitable objectives. As such a considerable sum of money has been transferred to a private bank (a subsidiary of the Royal Bank of Scotland) where it sits in a 90 day notice account awaiting a decision on how best to invest it. The Board has met with an investment manager of the bank and is developing a proposal for the membership to approve. Although the board has the power to do this without formal membership approval, a



*Links of Noltland dig being considered for development and consolidation.*



*Andy and Geordie seen with members of the Horshader Trust in the Western Isles*

promise was made at the 2013 AGM that the membership would be consulted about any long-term financial plans. Therefore the members will be presented with a proposal on the long-term investment plans of WDT.

The investment budget for 2014/15 currently stands at £83,480 and if no major community projects are forthcoming, this sum will be transferred to the investment bank at year end, where it will gather interest, but may also be used in years to come for major community projects.

On the projects side there has been some significant movement on a range of potential opportunities such as housing development, a quarry, a recycling/charity shop and the consolidation of the Links of Noltland dig. It is hoped, by the AGM, to have something more tangible to report on all of these potential projects.

Generally across Orkney, Westray Development Trust is in a different development phase, when compared with other Development Trusts. The difference being that most of the other development trusts are working on ways to increase their energy production that has some form of community benefit whilst Westray Development Trust has no concerns regarding energy production and can turn its income into direct community project development. However, all Trusts are now more inclined to share information on developing projects with a hope that someone may be successful and create a way ahead for others to follow.

2015 has been a year of development for the Trust and it is hoped that 2016 will be a year of action which sees some of the groundwork done in 2015 come to fruition.

**Andy Makin**

# Learning Centre Report

Westray has a very healthy learning culture, and I can report that once again a very high proportion of our community has been involved in learning activities during this last year. In total, during the year from 1 July 2014 to 30 June 2015, 111 different people attended 183 learning sessions (half day or full day courses). Learning takes place in a variety of venues throughout the community, depending on the size of the group and the type of learning.

Following a successful first six months, the Learning Centre budget was reviewed and coordinator hours were increased to 1.5 days a week from July 2014. Meeting training needs of local businesses remains a major focus, as is digital inclusion through a working partnership with Citizensonline and Get IT Together Orkney that encourages particularly older adults to get online. The school has also made it possible for senior school children to attend relevant courses. A good working relationship has been developed with Orkney College, Scottish Crofting Foundation, Citizensonline and other training providers.

## Training delivered on Westray includes:

Certificate courses: First Aid (3 courses, total 32 people); Food Hygiene (17 people); Pesticides Certification (19 people, 3 different courses, total of 45 exams passed).

Scottish Crofting Federation practical skills courses: 30 enrolments in total for the 3 courses (spinning, felting, horticulture), which included a felting course organised for the school.

Digital inclusion/Get IT Together (Citizensonline): following on from the previous period, 19 people attended follow up sessions run by the Orkney Project Manager, and 5 people have attended ongoing drop in sessions. I am continuing to offer individual iPad support and help setting up new iPads, as this has long term benefit in encouraging iPad use and confidence in older people, reducing the potential for social isolation, even if it may not appear cost effective in the short term. Results include two people, both over 70, signing up to a new broadband connection for the first time, and many new iPad users.



Corinne Curtis

*Spinning lessons in the Community Room*

General interest and leisure: Shore UPDATE (coastal archaeology) – 3 people attended, information and volunteer info packs passed on to a further 4 people; Offloom beadweaving (2 full day workshops, 5 people each); Needlefelting (6 people)

Information talks: two sessions hosted by Auk Club (Age Concern, Care & Repair, 15-20 people each session, not included in general statistics); Introduction to U3A (6 people)

Other: use of VC for distance learning (1 person); five SAGE training packs distributed;

WPWCA to make a fact-finding visit to Rousay Craft Hub; Small business course run by Business Gateway (9 people);

Relevant work-related training undertaken by Learning Centre Coordinator: “Train the Trainer” sessions (x2, Citizensonline); SVQ Train the Trainer course (3 days), and additional training to run “Living with a chronic condition” course (1 day); Emergency First Aid at Work



**Resources:**

In addition to the resources provided by Westray Development Trust, which in this year included purchase of a Hudl (as a demonstration android tablet for people to try a cheaper alternative to iPads), I have secured the following resources:

- Contract with Scottish Crofting Federation to subsidise and run 3 Practical Skills Courses (6 days coordinator time plus substantial subsidy of course costs)
- Funding through Citizensonline for teaching a further 7 Ipad class sessions (adding to the hours available through the WDT funding)
- Expenses paid for attendance at a total of 5 days of Train the Trainer sessions (Citizensonline, Arthritis Care)
- Re-registration of the School site as a satellite testing centre of Orkney College (for ECDL)
- Obtaining 6 x SAGE training packages (older versions, 5 of which have now been distributed).
- Assisted about 8 people to access Individual Learning Accounts (value £200 each)
- Long term loan of a spinning wheel (OIC Community Education)



*Youngsters attending the felting workshop*

**General comments**

The Westray Learning Centre is a more of a project than a physical location, as learning happens at a variety of locations around the community. Accessibility and suitability of venues can be a problem, with the most used venue being upstairs, the community room requiring a key holder on site during the whole course and the Learning Centre being too small for most courses. In spite of this, workable solutions have been found for all courses, although it would be wonderful in the future to have a purpose built learning space that is easier to access and use. In addition, internet access at the Learning Centre remains frustratingly slow. Wi-Fi access for Ipad classes remains difficult, however this should be resolved in the next year. In the meantime extra individual support is being offered and iPad assistance is available on request at the Wednesday Charity Coffee mornings.

As a direct result of the spinning workshop held in February, a spinning group (about 9 members) is now meeting regularly. The Community Education Spinning Wheel is available for anyone wanting to join the group, or to try a different type of wheel. The U3A (University of the Third Age – a charity promoting lifelong learning, aimed at retired and semiretired people) information session has also led to 6 people joining the Kirkwall U3A, with a plan to develop a Westray subgroup to run a programme of talks over the winter months.

Towards the end of this financial year the Learning Centre Project was reviewed. Westray Development Trust has committed to continue and increase support, including additional coordinator hours for the year starting 1st July. With this support and the willingness of the community to take up learning opportunities, the success of the Westray Learning Centre is set to continue.

**Corinne Curtis,  
Westray Learning Centre Coordinator**

# Westray and Papay Tourism Development: Intermediate Review

## Introduction

In January 2015 the position of Tourism Development Officer for Westray and Papa Westray (TDO) was created through the auspices of Westray Development Trust (WDT) and with financial assistance from Highlands and Islands Enterprise (HIE). The TDO post is a part-time, is initially funded for two years and is intended as a pilot programme. The remit is broad: to support and develop tourism on the islands in concert with local businesses, interest groups and, specifically, Westray and Papa Westray Tourism Association (WPWTA). The TDO position is currently facilitated within the WDT office.

This short review is designed to outline the work undertaken to date and to share some insights. It comes at the end of the first nine months and towards the close of the 2015 summer season.

## Developing a Tourism Strategy

It was agreed in initial discussions with WPWTA and other local interest groups that the strategy for the development of tourism on Westray and Papay should primarily be guided by the requirements of the local community and of local businesses. In other words, it should build on existing strengths, create synergy, foster local initiatives and act as a catalyst to raise standards.



*Westray Connections*

Accordingly, a consultation programme was undertaken to discuss local priorities. The aim was to gather data and opinion in order to begin to formulate a development plan. Over the first four months of work, a wide range of local tourism-related businesses and individuals were canvassed to determine their priorities and to solicit ideas and suggestions for taking forward. In summary, the following were identified as key goals:

- The expansion and promotion of an events calendar designed to encourage visitors and generally to enhance opportunities for social and cultural activities for all;



*Visit to Noup during the Orkney Nature Festival in June.*

- Continued and enhanced media promotion of Westray and Papay as tourist destinations;
- Enhancement of the tourism infrastructure in the form of heritage and nature related activities and opportunities;
- Liaison and assistance with local groups on matters of mutual interest eg. Westray Heritage Trust, food producers etc.;
- Dissemination of tourism intelligence and industry data to local businesses;
- The expansion of the tourist season and an increase in numbers through the season.

In addition to local consultation, a review of the existing tourism infrastructure and promotions was undertaken. This comprised of information-gathering visits to a range of local businesses to identify existing strengths and weaknesses. It also included a media and internet review of the position of Westray and Papay in relation to comparable tourist destinations.

The outcome of this review identified that:

- Local tourism businesses, although of a generally excellent standard, could benefit from ongoing staff training in order to keep pace with developments in the wider world. Initiatives such as Accessible Tourism training should also be considered to ensure that we meet the needs of all of our visitors and identify ourselves as an inclusive destination. In both cases, such initiatives build on existing strengths and also offer additional opportunities for promotion.
- Westray would benefit from a more cohesive online identity- preferably a single portal with



integrated links to businesses, events, news and information. Currently information is held on a number of different websites, making it difficult and often confusing for the public (visitors and local alike) to access. By comparison, Papay (and other of the competing destinations) have a single portal, making it easier and quicker to use.

- There is a need to provide local information in a variety of formats to encourage visitors to make the journey here in the knowledge that there are readily accessible activities, places of interest and services which they can use. Better signage, together with car parking facilities and maintained walks would also be of benefit here.

### Moving Forward

As the result of ongoing discussions between the TDO, WPWTA, local businesses and interest groups, a programme of action has been designed and is in the process of being implemented. To date, this has included the following:

- Events programming- the organisation of cultural events including heritage talk (in conjunction with Westray Heritage Trust) and hosting of Orkney Folk Festival event, St. Magnus Festival event, Orkney Nature Festival excursion, Westray Regatta Torch Parade, Westray Connections Weekend Festival, Orkney International Science Festival special event (in conjunction with Westray Learning Centre).
- Media promotion: articles for the Orcadian, The Islander, Orkney.com, Friends of Historic Scotland magazine; BBC 4 arts programme segment; VisitScotland and VisitOrkney events promotions; Radio Orkney; events diary on WPWTA website; What's On etc.
- Training – facilitation of WorldHost training to businesses on Westray; TDO skills development via

media strategy course; Accessible Tourism training and Resourcing Scotland's Heritage.

- Commissioning of Westray guidebook and Website; development of design for further guidebooks on nature and Heritage;
- Local food and craft promotion at County Show and as part of Westray Connections weekend festival;
- Development of heritage project to increase and enhance access to and knowledge of archaeological and heritage sites;
- Data gathering on existing local walks and signage - includes speaking to tourists to gain insights into the visitor experience and ways in which this might be improved.
- Tourism intelligence - research on online booking and use of social media - to raise local awareness of recent trends and opportunities.



*Regatta torch parade*

### Interim Conclusions

Now, with some priorities established and a considerable amount of action underway, it may be useful to reflect on some of the insights gained over the past nine months in post.

From a personal perspective, I have found the consultation process to be extremely instructive in assessing what we collectively value about our islands and therefore, would wish to promote to our visitors. There is widespread agreement that a strong island community spirit is the key ingredient noted by both locals and visitors- this coupled with unspoilt countryside and a rich heritage make Westray and Papay stand out in an ever-more crowded visitor market.

Many visitors comment that they appreciate the pace of life, the friendliness, the mix of residents and visitors at local events and generally the lack of 'laid-on' tourism. While this is influenced to some extent by the number of visitors coming here, it is an experience which is growing ever rarer in Orkney, with the increase of cruise ships and larger tour groups. With advice issuing from industry



*BBC filming for new documentary*



experts to 'keep it real', we are surely well placed to attract the discerning visitor- but only if we can successfully get our message out there in the marketplace.

For the future, we need to continue to carefully build our 'brand' – with integrity and by bringing together the many things we do well and promoting them more widely. Raising awareness and providing information in all of the formats being used by modern visitors is also essential. The forthcoming guidebook (by Peter Needham) and a Westray website will create new opportunities and, hopefully, will lead on to further guides in the series.

The development of our heritage infrastructure is another key objective- as is the development and proper maintenance of our walks and natural heritage. Both heritage and wildlife are of the utmost importance to our offer and niche tourism has the ability to extend our season beyond the summer months.

For the future, areas for development might also include local food promotions and perhaps a trail- following on from the 'Taste of Westray' showcased at this years' County Show and Westray Connections Festival. Our artists and craftspeople should also be more celebrated- and in this area, Papay's very successful Gyro Nights festival leads the way. More outlets for the display and sale of art and crafts would be welcome, as would the opportunity for short training courses and taster sessions open to the public.

There is, therefore, much potential to grow and enhance

our tourism industry and hopefully, The Tourism Development Office provides a focus for such activities and can assist in the development of new initiatives.

In its present form, this office operates best as a catalyst and is heavily reliant on input from the local community. For the most part work undertaken this year has involved a handful of members of WPWTA providing considerable volunteer assistance and time consuming fund-raising activity. With limited numbers of individuals available and willing to help, the risk of volunteer burn-out is ever-present. Within the confines of the limited resources currently available, this problem is unlikely to improve. In the absence of core funding, it has proved difficult to plan ahead and a corollary of this is that the time available for advertising and promotion is thus reduced.

These issues, together with the fact that a number of our tourism businesses are based off-island or are not interested in further engagement with development of the sector represent the greatest challenges to progress.

It may be time to look beyond the present situation and begin to assess how we can best develop the industry for the future, encourage new businesses into the market and find new and creative ways to engage with the local community.

I would conclude that, despite a lot of work to be done to get our message out, keep standards high and continue to innovate, there is every reason to feel optimistic about the future for tourism in these islands.



Westray Tourism stand at County Show 2015

# Grants awarded in the financial year July 2014 to June 2015

This has been a busy year with over ninety applications to the grant funds and awards totalling £100,732.85. There were 5 applications which were declined for a variety of reasons and we also had one loan application which was ongoing at the end of the financial year. There were also three applications withdrawn by the applicants.

## Entertainment events grants:

The Island Picnic group applied for £197.28 for sponsorship of the inflatables at the annual event with actual spend coming in at £125;

The Bisgeos Run committee were awarded £630 for band costs for the dance after the run;

Westside Manse (Sandy McEwen) put on two Jo Philby band events with total grant funding of £122.80;

Westray were lucky enough to have the Salvation Army here for the tree lighting event at Christmas 2014 thanks to the Westray Community Council which was awarded £1000 towards the costs;

Westray Swim Club organised the Harvest Home in 2014 and applied for £927.90 with actual spend of £753.90; Westray and Papa Westray Tourist Association hosted a Folk Festival event here on the island with help from the turbine fund with the initial application of £650 and actual spend of £425.50 and they also applied for funding for a St Magnus Festival event of £700 with actual spends yet to be confirmed.

The Entertainment events grant fund for the year was £4000 with spends sitting at £3757.20. This shows that this is a well utilised budget which helps a variety of events happen on Westray.



Island Picnic in July

## Large projects:

This fund is generally for applications over £10,000 but mid-year it was noted that the small projects budget was looking to be used up a good few months before the year end and therefore it was decided to transfer two of the grants from there into this fund; the first was the museum accreditation funding to the Westray Heritage Centre which was £10,000 per year over three years so the second year funding was paid from the large projects pot (due to the review of the funding processes, the third year funding has now moved into the development grants pot).

The second was the Westray Golf Club green keeper funding year two which was £8,000.

Other grants awarded from this pot this year were £17,575 for the Tourism Development Officer year one funding and £14,000 to the Westray Community Council for Chapel of Rest facilities (this adds to the £6,000 awarded last year).

The Learning Centre Co-ordinator post was funded from this pot too at a cost of £10,040. From 1st July, this project will come under the Development Grants heading with a slight increase in budget due to an increase in hours.

No actual budget was set for this type of application this year and most of these grants will move into the Development Grants fund in the new financial year.

## Small grants:

Corinne Curtis, Learning centre co-ordinator successfully applied for funding of £200 towards youth First Aid training and £189 to purchase a Hudl 2 and tripod for tablets of which £131.99 was used. The inter-kirk group applied for and was awarded £250 towards the costs of the island wide Christmas card. Westray Playgroup required £192 towards the costs of their Christmas party and used £177.28. Westray Swim Club run learn to swim classes for children and were awarded £493.25 which is yet to be claimed.

The Parent Council submitted three applications this year all of which were successful; a practical skills workshop for secondary pupils costing £220, football equipment for the after school activities for £342.40 and a Netball Coaching course held up in Shetland which WDT contributed £275 towards.

Westray Nursery has had such good feedback on the healthy snack provided to all nursery children that they applied again this year for money towards it and were awarded £568.10 and the Westray Junior High school was awarded £120 towards the costs of an art workshop in Stromness and £135 towards an Elementary Food Hygiene course for secondary pupils.





*Three new dinghies were purchased by the Westray Sailing Club*

The Westray Sports Club had already received sponsorship elsewhere for athletics strips but were still needing a Tug Of War strip and so applied for sponsorship from Westray Development Trust of £250.

Finally, the island picnic group asked for sponsorship of £192.28 for the inflatables at this year's event; the actual cost is to be confirmed.

One application was withdrawn by the applicant, one application was declined and another wasn't funded but received WDT Operations Manager's time instead. There was also one application which was ongoing at the end of the year.

As you can see this is a very popular fund. These types of applications will be assessed under the Community Grants scheme in the new financial year on a quarterly basis.

### **Small projects:**

Following on from the £10,000 received from Investing in Ideas for the review at Westray Processors Ltd, WDT awarded WP Ltd a further £1375 to complete the review of strategic planning.

Westray Community Council ran the road materials scheme again this year and WDT contributed £3,333 to this.

Westray Sailing Club were granted £5,500 for a youth sail training project which saw them purchasing three new boats for the club.

The Here2Help scheme run by Age Concern Orkney on behalf of Westray Development was given a £5,000 budget for the year of which only £59 was used. This scheme will now be included in the Development Grants budget for subsequent years.

The Playgroup successfully applied for £5,000 to cover Play Leader costs for the next five years; they have received year one funding of £1,000. This project will be in the Development Grants budget from the start of the new financial year.

Westray Healthy Living centre was granted funds to purchase a leg press machine but Orkney Islands Council funded the whole thing and so this funding was not required.

Westray Baptist Kirk was given £2,500 to purchase a new laptop and projector for the kirk.

Hazel Moore as Tourism Development Officer successfully applied for £5,500 to produce a guide book and set up a website for visitors to Westray.

The Westray Parish Kirk Youth Group are heading off to London again this year and have been awarded £5,417 from WDT towards the costs.

And finally, the Swim Club ventured up to Shetland for a few days at the end of June and asked WDT for funding for the trip. Of the £3,500 applied for, WDT granted £2,800.

As well as the above successful applications, there were also two applications which were not successful.



### Education and training grants:

This has been a very popular fund this year for both individual and business training grants. From the start of the new financial year, businesses will not be able to apply for grants for training that is required by law.

Corinne Curtis received £24 towards the cost of a genealogy course and £20 towards the cost of a Scottish Crofting Federation course. Others who received grants for Scottish Crofting Federation practical skills courses were Sarah Tarry, £40; Sheila Russell, £120 although this is still to be confirmed; Georgina Low, £36 for two courses and James Low, £18; Hazel Moore, £20; Clare Lucas, £60 and Christine Turnbull, £18.

There were also Farmskills courses held on the island this year which saw a few grant applications to the fund. These came from Brian Scott, £20; Raymond Rendall, £60; Richard Jarvis, £100 and Geordie Drever, £20.



*Swim club visit to Shetland*

Nick Wood did a pig butchery course and received £20 towards the costs of this from WDT. Westray Heritage Trust enrolled two of their directors (Christine Turnbull and Cynthia Jacobs) into an advanced Sage training course and they individually received £60 each to help cover the costs. Denise Spurgeon applied for funding for Sage Payroll training and was awarded £86.50.

Andy Makin participated in Day Skipper training and was granted £200 for half the cost of this, he later returned £15 to the fund. Malcolm Brown applied for funding for Human Limitations Management training and got £187.50. Steven McIntosh was awarded £192.50 to help with the purchase of Sage self-study workbooks with actual costs being £153.50 and Jan Stephenson was granted £15 for half the costs of an Elementary Food Hygiene course.

One application was turned down on the basis that there wasn't enough information to allow the Board to make a decision; one successful application was later withdrawn as the applicant left the island and another application was no longer required by the time of decision.

This year also saw a large number of applications from farmers on the island to help towards the costs of safe use of pesticides training. Some applicants were eligible for an Individual Learning Account and so this reduced the amount of grant required from WDT. The following people all received £309.55 grant: Kenneth Harcus, Louis Pottinger, James Drever, Ian Burgher, Norman Rendall, Willie Drever and Steven Drever.

Those who received the ILA and therefore got £209.55 from WDT were Andrew Seatter, Richard Jarvis and Thomas Pottinger. Others who received grants of varying amounts were: Ben Drever, £128.10, Alistair Harcus, £117.55; Thomas Bain, £217.55; Raymond Rendall, £187.55; Elizabeth Drever, £190.05 and Brian Scott £217.55. There was one application which was declined on the basis that it was submitted post training.

Pierowall Fish successfully applied for two grants of £27.50 each towards First Aid at Work training for Ann Rendall and Elaine Drever.

Westray Processors submitted a number of applications: Tim Libicki, First Aid at Work training £27.50; Sage Payroll training for Mary Stout, £86.50; HR training for Denise Spurgeon, £500 and Oil heating technician course for Nigel Spurgeon, £300.

Hume Sweet Hume attended a photography workshop and WDT granted them £375 towards the cost of this.

The budget for Education and Training grants for the year was £10,000 so with funding awarded at over £6,500 this shows that this fund is very popular.

# Progress on Key Themes

## Theme 1 – Housing:

WDT continued to look into the partnership working with OIC and OHAL which resulted in a housing needs survey being developed. The results of the survey have highlighted one particular area of potential development. Approaches were also made to potential funders with a view to obtaining grant assistance to purchase land.

### Future plans:

Engage with specialists in community led housing developments and to visit development trusts who have already gone through this process.

Secure funding to enhance the current housing needs survey to look at a broader need and how best we can engage with a broad range of partners.

Secure funding to help with the development of the housing.

Before we go ahead with any development, further public consultation will take place.

## Theme 2 – Industry and Business:

Building on the successful experiences of an existing loan and again working in partnership with DSL, the Trust was able to clearly justify the need and the benefits of developing another loan to assist with the purchase of another local business. However through this process it has become clearer that restrictions imposed upon us by the Charities regulator precludes us by law from granting financial support to commercial enterprise.

As part of the financial review a revolving loan fund of £200,000 was established.

The Trust continued to look into developing a quarry and such conducted an options appraisal of several potential sites on the island.

The Tourism Development Officer post commenced in January 2015 financed by a partnership of WDT, Highlands & Islands Enterprise and the Westray & Papa Westray Tourist Association.

### Future plans:

Future plans for the quarry project are:

- Geological survey
- Stone quality testing
- Topographical survey
- Business case development and planning permissions
- Identification of contractors and distribution services.

As a condition of the funding we need to review the Tourism Development Officer post by November 1st.

Understanding that commerce is the 'glue' which holds communities together, the Trust will continue to explore with the Office of the Scottish Charities Regulator (OSCR) how we and other development trusts across Scotland can grant financial support to vital commercial enterprises in our respective communities. In the meantime, it remains the policy of the Trust to support private enterprise, when appropriate and in the first instance, with the purchase of any of the vital outlets and services, ensuring a continued presence in Westray.

## Theme 3 – Youth and children

The Peedie Development Trust received funding from the Business Gateway to attend a two day business awareness training course. The training, supported by the recent survey, has enabled the group to start to develop a business case for an upcycling facility on Westray.

Broadening the learning experiences of the pupils, the school in partnership with the learning centre, developed a range of extra-curricular courses which were partly financed by the Trust. These courses and the support received can be found in the grants awarded section of the annual report on pages 11-13.

During the process of developing an application for the playgroup Christmas party, the Trust saw an opportunity where it could support the group over a prolonged period. Subsequently the Trust granted £1,000 a year for five years to assist with the costs of the Play Leader.

Although not a Trust project, the Trust was a major contributor to the play park redevelopment which, apart from some snagging issues, was completed in June.

### Future plans:

Continue working with the Peedie DT to develop a business case which enables the community groups of Westray to raise funds by establishing a recycling shop.

In partnership with the school and parent council we are exploring a more proactive approach to grant funding for a range of activities.

Subject to fundraising, the Trust has given permission to install a restricted Wi-Fi service in the Hofn and to remodel the interior.



#### **Theme 4 – Health and Care:**

The Trust is now working in partnership with Age Concern Orkney to deliver a home care plus service, currently available to the over 60s only. Age Concern Orkney has plans to broaden the age range.

WDT has committed financial support to Westray Community Council for its plans to develop the Auk Club bus garage into a chapel of rest which we believe will be going out to tender shortly.

There is increasing support from a range of organisations to continue to develop a proposal for a joint emergency services building on Westray.

#### **Future plans:**

Continue exploring the possibility of a joint emergency services building looking at operational needs, locations, partners and funders.

#### **Theme 5 – Environment**

With a view to protecting the grass verges near to and creating better access to prominent visitor attractions, the Trust in response from a regular visitor's suggestion is looking at developing some small car parks.

#### **Future plans:**

To continue to explore the locations and costs of developing the small car parks.

To explore a commercial fruit and vegetable growing project.

#### **Theme 6 – Recreation & Leisure and Voluntary groups**

The Trust continued the entertainment events grants scheme with a list of successful applications available in the grants awarded for the year section of the report (on pages 11-13).

In addition to the funding awarded for Museum Accreditation, the Trust committed some of the Operations Manager's time to assist the Heritage Trust with establishing its priorities. Similarly some time was granted to Westray Golf Club to identify the most appropriate form of incorporation and business development strategy.

Westray Sailing Club was awarded funds for a youth sail training scheme to encourage young folk into the sport.

#### **Future plans:**

WDT will continue to be both proactive and reactive to activities within this theme.

#### **Theme 7: Transport**

WDT continues to support in principle the small boat access at Rapness and is awaiting further information on costs and siting etc.

#### **Future plans:**

To work with any presenting authorities/organisations to improve both the ferry service and wi-fi access whilst on it.

#### **Theme 8: Education & training**

Following the first six months of the project, the review of the Learning Centre coordinator post showed that it had been very successful and that an increase in time would be beneficial. Therefore it was agreed to increase the coordinator's time by an hour and a half a week. A subsequent renegotiation of the service level agreement led to a further increase to 14 hours per week effective from the start of the new financial year.

The training grants scheme set up by WDT is proving to be hugely popular and very successful.

#### **Future plans:**

WDT will continue to monitor the development of the Learning Centre, reviewing it in May 2016.

#### **Other Areas:**

Having faced a few issues, the BT Step Change programme continues to roll out. This should see superfast broadband being accessible to Pierowall and other properties within a radius of 1.5km by the end of 2015. Once the impact of the roll out has been assessed, WDT will work in partnership to consider support for those areas not reached by BT's service.

The Operations Manager started in post in April.

There is now a central server system in place in the office for the storage of all Trust documents.

The funding processes were reviewed during the year with a new system being implemented from the start of the new financial year.

# Funders and Partners for 2014 to 2015

Thanks go to the following funders and partners:

Community Development Fund  
LEADER  
Highlands & Islands Enterprise  
Orkney Renewable Energy Forum  
Community Energy Scotland  
Community Power Orkney  
Orkney Islands Council  
Westray Golf Club  
Friends of Westray Play Park  
Westray Community Council  
Sorton Partners  
Voluntary Action Orkney  
Big Lottery: Investing in Ideas  
Office of Scottish Charity Regulator (OSCR)  
Companies House  
Clark Associates  
Westray Renewable Energy Ltd  
Westray & Papa Westray Tourist Association  
Development Trust Association Scotland  
Burness Paull LLP  
Adam & Company  
Developing Strathclyde Ltd  
Orkney College UHI  
Scottish Crofting Federation  
Get IT Together (Orkney)  
Westray Community Council  
Tradelink Solutions



## Agenda for AGM

- Welcome and apologies
- Adoption of AGM 2014 minutes
- Finance including adoption of accounts and appointment of auditors
- Election of Directors
- Short break for refreshments
- Results of election
- Operations Manager Presentation
- AOCB



### **Westray Development Trust**

Unit 1, Pierowall, Westray, Orkney, KW17 2DF

Tel: **01857 677858**

Email: [office@westraydt.co.uk](mailto:office@westraydt.co.uk)

[www.westraydevelopmenttrust.co.uk](http://www.westraydevelopmenttrust.co.uk)