

The Shapinsay Sound



LOCAL

The newsletter for the island of Shapinsay produced by the Shapinsay Development Trust.
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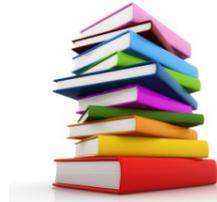
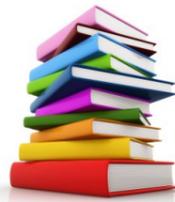
Contact Information : Email: SDTOffice@shapinsay.org.uk

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A message

from

ORKNEY LIBRARY & ARCHIVE



Staff at Orkney Library & Archive are aware that customers on Shapinsay will be missing their visits from #BookyMcBookface, our mobile library.

We are investigating the possibility of delivering boxes of books to the island and Alison Meason, the Shapinsay Wellbeing Coordinator, has been working with us to plan how this could be done.

This service will initially be for residents who are in the shielding category, or who cannot access our online eBooks and eAudiobooks.

If you are in these categories and would be interested in receiving a box of books, then please get in touch with Alison 711261 or the library 873166

Our eBooks and eAudiobooks are available to everyone who has internet access. If you would like access then please contact the library by phone to 873166 or email library@orkney.gov.uk

We are sorry that our service is limited at this time but look forward to resuming services as guidelines allow.

Best wishes from all the team at Orkney Library & Archive

SHAPINSAY
DEVELOPMENT
TRUST

The Shapinsay Sound

August 2020

Shapinsay Development Trust

Another month has gone by, and we are now beginning to be able to get back to a degree of normal living.

In this issue we have mainly concentrated on updating you with the progress so far with the housing project. As you will see, it has been a busy time for us during the lockdown period and a lot of progress has been achieved.

The grocery box and ready meal scheme has now come to an end, after 13 weeks of grocery collection and deliveries. We want to thank everyone who completed their feedback at the end of the project. It was all very positive, which was greatly appreciated by myself, Alison, Richard and Craig. A big thank you as well for all the cards and gifts of cake and chocolate throughout the weeks. It was hard work for all of us over the many weeks, but we could see the benefits which spurred us on. We are all now going to take a short break, and then start again, refreshed and ready to go again, hopefully with some new ventures.

Boathouse

The building continues to remain closed to visitors and groups, but the office is now back to normal working hours, 10am – 2pm Monday to Friday. You can contact us during these hours, by phone or email. We will be constantly reviewing this and will reopen to visitors as soon as it is safe for us to do so.

Transport

We are still not able to resume the electric car service, due to COVID restrictions. We think that it may be some time before we can safely resume this. The Out of Hours Boat service is under review. It may be possible to restart this at some point in the next few weeks, depending mainly on COVID restrictions, and after that, on the demand for the boat service.

5 year Development Plan

This has now been completed and has been published on the Shapinsay Development Trust website. There will be a printed copy available to read at the Boathouse as soon as we are able to reopen.

Broadband and Satellite

Recently, we have been approached by a few people regarding satellite installation and funding. This is not something that we fund directly to individuals, as it is available through the Gigabit Voucher Scheme which is accessed using the registered suppliers. The ones that we know of are Cloudnet and bigblu, but there will be others that supply Orkney so it is worth you asking any potential supplier before having the equipment installed. For this scheme, internet speed checks before and after installation have to be carried out.

eg.

<http://www.cloudnetsolutions.co.uk/broadband-packages>

or

<https://bigblu.co.uk/superfast-satellite-broadband/>

If you are aware of any other suppliers, please let us know.

In the longer term, initiatives such as the R100, which plans to have superfast speed broadband available to all of Scotland including Orkney by 2021/22 will help make a faster more reliable broadband available to all residents. There seems to be a bit of a delay with this due to legal challenge with procurement, but a voucher scheme is in place to try to help compensate for this. More information about R100 can be found at; <https://www.gov.scot/publications/reaching-100-superfast-broadband-march-2020->

Background

The lack of affordable housing has been an issue for years on Shapinsay and has featured within the islands local development plan as well as many public consultations, AGM's and the trust's board meetings.

Back in 2017 an external housing needs analysis was undertaken to determine the potential housing need on Shapinsay with the results presented to the community at the Trust's AGM. It was evident from the analysis that there was not only a need on the Island but also a real appetite from the community that this was a project that they wanted SDT to explore further. The survey results came back varied creating a broad mandate; however family homes came out as a priority and would form the basis of the 'Phase 1' approach.

Initially like other neighbouring islands we looked at various options such as new builds for sale and rent, service plots, shared ownership etc. This involved identifying landowners that were willing to sell and had land close to the village and all essential amenities.

Several local landowners including OIC came forward. We then got all the options independently valued as well as received various advice/reports from external agencies such as OIC planning, roads department, environmental health and SEPA. After obtaining the information we held several community consultations including a week long consultation at the boathouse displaying all the sites and the information attached allowing the community to vote and comment on the options.

This process was a success and naturally eliminated certain potential sites with issues such as size, practicalities, flood concerns and public preference with one larger site close to the village prevailing as the most suitable as well as future proofing the project for the island.

Shapinsay Development Trust then engaged with a local architect to look at options within the site initially looking at up to 6 houses with a phased approach. Plans were forwarded to OIC for scrutiny. A report came back with an extensive list of conditions such as widening of an existing road, creating a new road the full length of the site with adjacent footpaths with street lighting, this combined with individual roads to each site and service costs deemed the project not financially viable. These findings were presented to the community with the residents agreeing.

The result of the meeting was to focus on existing empty houses on the island, renovating them and creating affordable, energy efficient housing. This would create high standard housing on the islands as well as tackle the issue of empty houses on the island.

The next step was to identify suitable housing close to the village. Shapinsay Development Trust identified a few options and started dialogue with potential funders and external support. Funders were keen to keep the concept simple for the initial phase which would stand the island in good stead for future plans. These discussions helped shaped the decision to create affordable, energy efficient homes for rental and decide what properties available would create the largest impact for the island.

For fairness and transparency, we decided, in line with other island Trusts, to appoint a social landlord who will deal with the tenancy agreements, collection of rentals etc which will all be aligned to the local letting policy which is currently being drafted and will be shared with the community in the coming months.

Shapinsay Development Trust will be responsible for the maintenance of the properties and will look to appoint a local contractor/handyman to deal with the day to day issues.

We have also decided to form a Housing Subgroup which will consist of board members, local residents, and representatives from other island groups, who will work closely with the project manager and report the board. More details are available within the newsletter.

Both properties are due to be completed in March 2021. Regular updates of the project will be reported to the community on a monthly basis through the newsletter and social media.

Shapinsay Wellbeing

Sanitiser

Shapinsay Development Trust secured funding and is able to provide each resident on the island with a free bottle of hand sanitiser. This has been made available in small bottles from a local distillery to promote good practice, to safeguard ourselves and others, especially when using face coverings, and is for use when away from home when no soap and water is available, especially when removing or touching face coverings.

Everyone is welcome to one bottle per person and refills will also be available. Collection/refills are available from the Boathouse Wednesdays 11am to 1pm Telephone 711733 or contact Alison Meason 711261

Face coverings

A group of volunteers on the island have been very busy making face coverings available free to all on the island whom wish. This has been a community based project with folk being involved in many ways from washing materials, cutting out patterns, sewing up coverings, washing of them, distribution and info sharing via social media. Grateful thanks to everyone who has helped in any way it has been a great island team effort.

Face coverings are available from the portacabin on the Shapinsay pier or from The Boathouse Tel 711733 please adhere to current government guidelines when collecting from either venues. Face coverings are available in different sizes – child's/small/ medium/large/extra large. Like clothes one size doesn't fit all! Face coverings are limited to 2 per person meantime. Thank you. Alison Meason 711261

Health Walks

Health Walks will resume on Tuesdays from 11th August. Please can you bring your own cup and refreshments will be provided. We will have our cuppa outside the boathouse on the picnic benches if weather permits.

Walks will be around Balfour village and surrounding area and perhaps a longer walk will be arranged for anyone who expresses an interest. Everyone welcome. Please can you let The Boathouse 711733 know if you plan to attend so we can adhere to current government guidelines with regards to numbers. Thank you

Grocery Boxes/Ready Meals

The 13 week Scottish Government funded project came to an end on 22 July. The project funded grocery boxes or ready meals with fresh fruit/veg to those whom applied to receive this.

Grateful thanks are expressed to **Jean Coomber, Richard Lawrence** and **Craig Nisbet** for their voluntary work each week, Shapinsay Community School and Association for the use of the building, Thomas Sinclair shop for ordering the groceries and to Williamsons for ordering the ready meals to enable this project to be possible. Your help was all much appreciated.

Alison Meason
Wellbeing.shapinsay@gmail.com

Shapinsay Development Trust

Membership of 'the group' will be until Number 9 Balfour Village and The Schoolhouse, Balfour, have been completed.

Accountability

'The group' is accountable to SDT. 'The group' will report back to SDT at each SDT board meeting via a written progress report, a recommendations report and/or minutes of meetings.

Review of subgroup and these terms of reference

SDT board will review the relevance of 'the group's' work after each progress report and reserve the right to discontinue 'the group' if deemed necessary.

'The group' can request a change to the terms of reference.

SDT board will need to adopt any changes to the terms of reference at a board meeting.

Working methods / ways of working

Number of meetings

Meetings will be held once a month for the duration of this phase of the Housing Project

Chairing meetings

The chair will be one of the SDT board members, chosen by 'the group' members

Agenda

The agenda for each meeting (other than the initial meeting of 'the group') will be set at the previous meeting by all members.

Secretariat for 'the group'

A member of the SDT staff will provide secretariat for the group

Circulation of agenda and meeting papers

The agenda and meeting papers will be circulated via email by the minute-taker. This will be done at least 2 weeks before the meeting.

Quorum

In order for 'the group' to continue with its meeting, there will need to be 2 of the board members (those that are members of 'the group') and 1 member of the community representatives present.

Co-option to meetings

'The group' can co-opt members of other organisations or individuals to meetings in order to advise over relevant issues

Reporting back to SDT board

Minutes from 'group' meetings will be sent to SDT board meetings. Relevant progress reports/recommendations reports will be produced by 'the group' for SDT board meetings.

Confidentiality

It is necessary for all 'group' members to hold all information confidential until SDT board releases this information to the public at a relevant point in time. Any breach of confidentiality will result in the member being expelled from the group.

Definition of terms

SDT: Shapinsay Development Trust

No 9 Balfour Village



The above property was purchased for Shapinsay Development Trust on the 17th July 2020. The current property is to be renovated to a high standard to create a lovely 3 bedroom family home with a new energy efficient heating system.

Initially the renovation design included various aspirations such as a new staircase, changing existing building layout on both floors, creating wheelchair access and altering full layout to adhere to regulations and additional works which may require a building warrant. However quotes came back which soon became apparent that these plans were not viable. These factors shaped the decision to use the existing layout, strip back the internal walls back, reinsulate, install new windows and doors and heating system and finish internally to a high standard.

The tender process was managed by Shane Scott a local architect. Tender invitations were sent out to 5 local contractors. The successful contract was awarded to Steven G Bews, Builder on Shapinsay who is due to commence the work late August with a completion date of March 2021.

The project management will be undertaken by Billy Groundwater of Orkney Surveying Services who has been involved with numerous projects in Orkney; Billy has over 17 years of experience within the construction sector.

Summary of renovation work:

- The existing dwelling house is to be altered and fully refurbished internally.
- New Windows and External Doors to be fitted.
- Internal walls to be stripped back and insulated and finished accordingly.
- New gutters and drainpipes fitted.
- Minor External repairs carried out in line to existing building.
- New Air Source heating system installed.
External Work such as replace fence, create bin storage area, new concrete step etc.

Shapinsay Development Trust

Affordable/Social Housing Project

PROJECT COSTS - No.9 Balfour Village

Property Purchase	120,000
Renovation Costs	128,650
Project Management	5,250
Legal Fees	1,710
Planning, Misc Etc	500
Additional Contingency	4,500

£260,610

CURRENT FUNDING PACKAGE

Scottish Land Fund Island Housing Fund	103,210
SDT Potential Contribution	95,000
	62,400

£260,610

Important Dates:

July 2020: Complete Purchase of Property - Complete

July 2020: Receive Funding from Scottish Land Fund - Complete

July 2020: Receive Planning Permission Re External Works & Install Air Source Heating System

Aug 2020: Project Manager Starts contract
Aug 2020: Contractor starts work on Property.

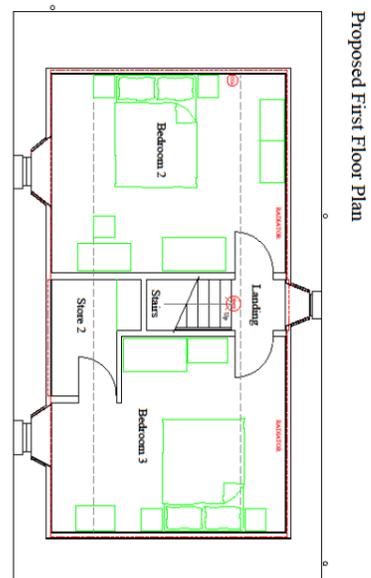
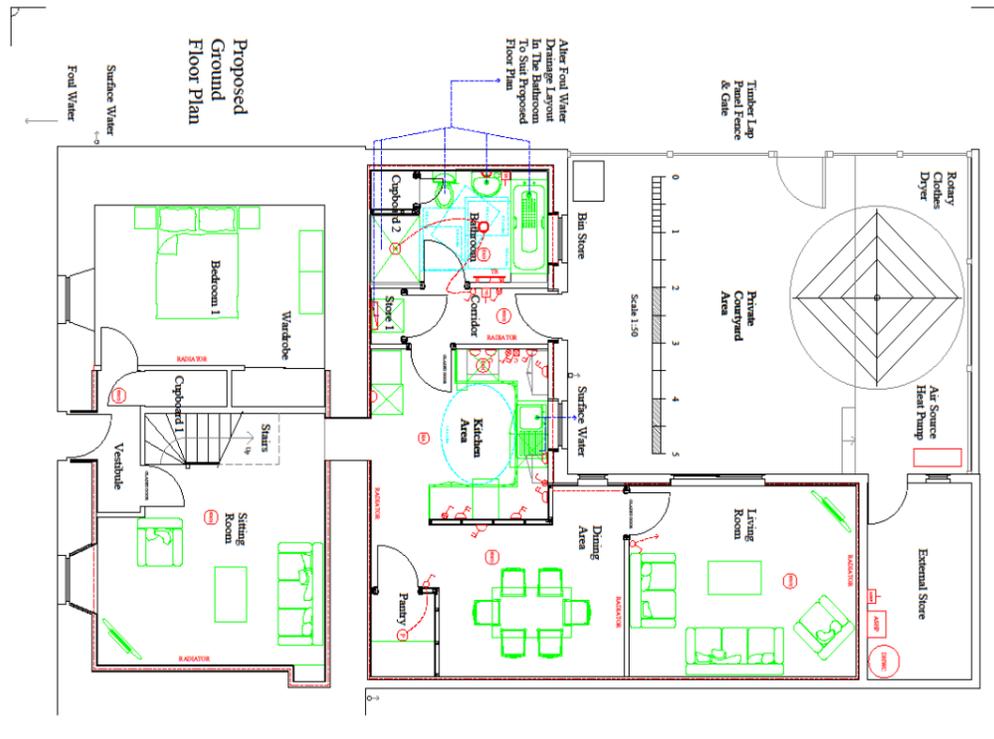
Oct/Nov 2020: Appoint Social landlord.

March 2021: Completion of renovation work/ Project Completion.

March/April 2021: Open weekend for local residents to view the property.

April/May 2021: First Tenants occupy property.

Plans No 9 Balfour Village



ELECTRICAL SYMBOLS

CONDUIT TRAY	CONDUIT TRAY WITH TRAY
ONE WAY SWITCH	CONDUIT CONNECTION LINE
LOW INHIBIT TERMINAL	CONDUIT CONNECTION LINE WITH MARK
MAIN SWITCH	EXTENSION LINE
WIRING SOCKET LIGHT	FACE RING LAMP
WIRING LIGHT	FACE VENT / EXHAUST EXTRACTOR
13 AMP SWITCH / SWITCH AND SOCKET	CONDUIT TRAY WITH TRAY WITH CONNECTION LINE
15 AMP SWITCH / SWITCH AND SOCKET	HEAT ALARM
TOILET AND CONNECTION LINE	OPTICAL ALARM ALARM
TOILET SINK	SMOKE/HEAT DETECTOR

NOTES: 1. ALL ELECTRICAL SYMBOLS ARE TO BE INSTALLED IN ACCORDANCE WITH THE IETI WIRING REGULATIONS AND THE IETI WIRING REGULATIONS. 2. ALL ELECTRICAL SYMBOLS ARE TO BE INSTALLED IN ACCORDANCE WITH THE IETI WIRING REGULATIONS AND THE IETI WIRING REGULATIONS. 3. ALL ELECTRICAL SYMBOLS ARE TO BE INSTALLED IN ACCORDANCE WITH THE IETI WIRING REGULATIONS AND THE IETI WIRING REGULATIONS.

Project: Alterations To 9 Balfour Village, Shapinsay
 Drawing: Proposed Plans - Electrical & Drainage Layout
 Scale: 1:50
 Date: 07-2020
 Sheet: A2

SHANE M SCOTT LTD
 Chartered Architect & CDM Advisor
 SHANE M SCOTT LTD
 100, Main Street, Shapinsay, Orkney, KW17 7JG
 Tel: 01856 810100 Fax: 01856 810101

Ref: 20-01 A 010

Client: Shapinsay Development Trust
 16/05/20 Revised Tender Issue SMS
 Amendment:
 The drawing is copyright of SHANE M SCOTT LTD and shall not be reproduced without permission. It is to be used in connection with the project for which it was prepared. It is not to be used for any other purpose. The user shall indemnify and hold SHANE M SCOTT LTD harmless from and against all claims, damages, losses and expenses, including reasonable legal costs, which may be incurred by SHANE M SCOTT LTD in connection with the use of this drawing.

Shapinsay Development Trust

SHAPINSAY DEVELOPMENT TRUST HOUSING SUBGROUP ('the group')

DRAFT TERMS OF REFERENCE

These terms of reference were written in July 2020 and adopted on the ____ 2020 by the Shapinsay Development Trust

Purpose of 'the group'

'The group' was established on -- ____ 2020 by SDT after the successful funding applications to the Scottish Land Fund and the Islands Housing Fund

Building on SDT's Housing Needs Assessment Report undertaken in October 2017, and two Housing Public Consultations in 2019, the purpose of the group is therefore:

- To liaise with the Project Manager in order to ensure the project is on schedule regarding time and budget
- To liaise with other relevant agencies, for example OIC and a Social Housing Manager in order to give informed decisions and feedback to SDT Board

Given that ultimate legal responsibility for any SDT decisions lies solely with SDT's Board of Directors, 'the group's' role is of an advisory nature.

Membership

Ideally membership of the group will consist of:

- 2 SDT Board Members
- 1 Representative from Shapinsay Community Council
- 1 Representative from Shapinsay Community Association
- 1 Representative from Shapinsay School
- 2 Representatives from Shapinsay community
- The project Manager

Advisers from OIC and a Social Landlord (To be Invited as and when Subgroup requires)

The 2 community representatives will be chosen by the SDT Board, the decision being made based upon any relevant skills/experience the volunteers can demonstrate.

'The group' can invite individuals/organisations to advise on technical/procedural matters.

Shapinsay Development Trust

HOUSING SUBGROUP

Last year the Board were looking to establish a Housing Subgroup made up of a mixture of Board members and Community Representatives in order to move the Housing Project forward. A decision was made not to go ahead with the subgroup at the time as the Housing Project was changing from a new-build into a renovation project.

Now that we are a lot clearer about the nature of the project and have secured relevant funding, the Board are looking once again to establish a Housing Subgroup.

The Terms of Reference of the Subgroup are enclosed within this issue and we are looking for 2 Community Representatives.

In order to choose those 2 representatives we are asking for volunteers to come forward and apply via the enclosed application form. As you can see we are looking, in particular, for 2 people with relevant skills or experience in any of the following areas:

- Finance
- Construction
- Community Projects
- Community Engagement
- Project Management

We anticipate that the subgroup will meet around once per month for a period of 6 months for this phase of the project.

If you're interested, please fill-in the application form below and return it to the Boathouse before 14/08/2020.

I would like to be considered for membership of the SDT Housing Subgroup.

Name:

Address:

Telephone:

Email:

My relevant skills/Experience are:

Schoolhouse



The Schoolhouse is a 3 bedroom property in the village which is currently owned by the Orkney Islands Council. SDT have been in contact with the local authority for over 6 months discussing the possibility of purchase dependent on the result of funding applications to Scottish land fund and the Islands housing fund.

Shapinsay Development Trust submitted an offer in March 2020 £15,000 below the market value. SDT feel this is a prudent offer and allows the local authority to contribute to a housing project on the island which will assist within the funding envelope and will have a significant impact on the Island. Unfortunately due to COVID19 the councils committee have not met and will commence their committee cycle in August 2020 after summer recess where a decision will be made.

Initially the renovation design included various aspirations such as changing existing building layout, altering the structural design, additional windows and creating wheelchair access and altering full layout to adhere to regulations and additional works which may require a building warrant. However quotes came back which soon became apparent that these plans were not viable. These factors shaped the decision to use the existing layout, strip back the internal walls back, reinsulate, install new windows and doors and heating system and finish internally to a high standard.

The tender process was managed by Shane Scott a local architect. Tender invitations were sent out to 5 local contractors. The successful contract was awarded to local contractors Barry Moncrieff and Darren Muir who are due to commence the work Sept/Oct 2020 with a completion date of March 2021.

The project management will be undertaken by Billy Groundwater of Orkney Surveying Services who has been involved with numerous projects in Orkney; Billy has over 17 years of experience within the construction sector.

Summary of renovation work:

- The existing dwelling house is to be altered and fully refurbished internally.
- New Windows and External Doors to be fitted, Including Garage Door.
- Internal walls to be stripped back and insulated and finished accordingly.
- Minor External repairs carried out in line to existing building.
- New Air Source heating system installed.
- Create new bin storage area at rear of the property.

Schoolhouse

Shapinsay Development Trust Affordable/Social Housing Project

PROJECT COSTS - Schoolhouse

Property Purchase **	150,000
Renovation Costs	118,500
Project Management	5,250
Legal Fees	1,913
Planning, Misc Etc	500
Additional Contingency	4,500

£280,663

CURRENT FUNDING PACKAGE

Scottish Land Fund	133,913
Island Housing Fund	90,000
SDT Potential Contribution **	56,750

£280,663

** SDT waiting for £15,000 discount request decision made to OIC.
Decision expected Mid August, if successful it will reduce SDT;s contribution

Important Dates:

July 2020: Receive Planning Permission Install Air Source Heating System – **Awarded with Condition.** (Require additional information regarding noise of Heat Pump)

Aug 2020: Receive Decision on Requested Discount from OIC of £15,000

Aug 2020: Complete Purchase of Property

Aug 2020: Receive Funding from Scottish Land Fund

Aug 2020: Project Manager Starts contract

Sept/Oct 2020: Contractor starts work on Property.

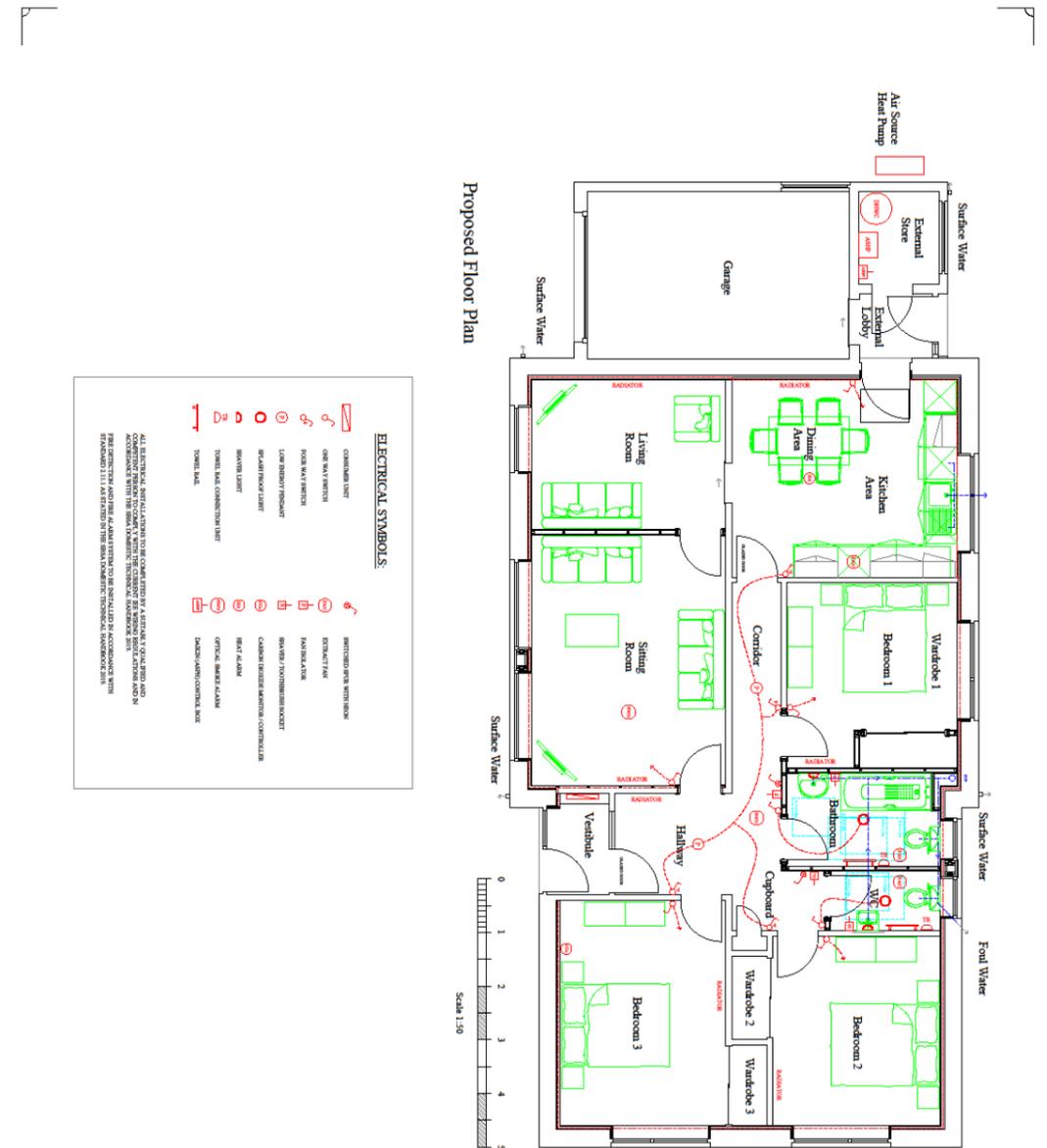
Oct/Nov 2020: Appoint Social landlord.

March 2021: Completion of renovation work/ Project Completion.

March/April 2021: Open weekend for local residents to view the property.

April/May 2021: First Tenants occupy property.

Plan Schoolhouse



Project: Alterations To Schoolhouse, Shapinsay
 Drawing: Proposed Plan - Electrical & Drainage Layout
 Scale: 1:50
 Date: 02-2020
 Sheet: SMS
 Sheet: A2

SHANE M SCOTT LTD
 Chartered Architect & CDM Advisor

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11/05/20: Revised Tender Issue: SMS
 Amendment: