

# Outcomes wheel

## Governance

- 1 Organisation has a vision or aims
- 2 Organisation has a simple set of rules to govern its activities
- 3 Organisation holds regular meetings to manage its activities
- 4 Organisation formally plans its activities and the officers have been properly trained
- 5 Organisation holds an AGM and elects its committee every year (or in line with its rules)
- 6 Organisation has a formalised legal structure (Charity, CL, Company)

## Involving People

- 1 Organisation holds meetings and or events/activities
- 2 Actively discuss at meetings how to involve more people
- 3 Treat everybody fairly and equally
- 4 Have an awareness of different groups in the community and consult widely about activities
- 5 Actively link with other groups to encourage involvement and target less involved parts of the community
- 6 Monitor and review what they do and adjust to ensure maximum involvement. Undergo training where appropriate

## Finance

- 1 Keep receipts and some records, have some system for using petty cash
- 2 Organisation has a bank account needing at least 2 signatures of unrelated people
- 3 Record income, expense and receipts – Have a basic accounting system
- 4 Have finance rules/policy and key people have relevant knowledge or have attended training
- 5 Organisation plans its finances and sets a budget
- 6 Organisations accounts are independently examined each year

## Making a Difference

- 1 Organisation delivers a small project or events
- 2 Organisation delivers a program of events/activity throughout the year and engages with people to make the community a better place
- 3 Organisation listens to its community and represents that voice externally
- 4 Organisation works with Partners to achieve change in its community
- 5 Organisation campaigns or lobbies on particular issues
- 6 Organisation develops and implements a community plan

## Policies

- 1 Organisation has a basic set of rules of code of conduct about how it operates
- 2 Organisation carries out basic risk assessments
- 3 Organisation has an Equal Opportunities policy or statement and safeguarding policy where appropriate
- 4 Organisation is fit for purpose; it has the basic policies it needs to operate and undertakes appropriate training
- 5 Organisation has a wider set of policies such as first aid, food safety etc
- 6 Organisation has a full set of policies that are regularly revised and amended to ensure that they are fit for purpose

## Communication

- 1 Notes of meetings & a process to make them available to anyone who wants them
- 2 Organisation produces flyers/posters and holds events and activities. The people who are involved know what are happening
- 3 Newsletters or direct written communications distributed to a wider audience
- 4 Organisation makes use of wider forms of communication ie Social Media, Radio, press etc
- 5 Organisation fosters relationships with other agencies working to support the general good of the community
- 6 Organisation monitors their communication and reviews and adjusts its communication in light of results