

The Orcadian a division of Orkney Media Group

History

The origins of the company go back 221 years, when Orkney was a very different place. While Lord Nelson was busy defeating the French in the Battle of the Nile, Magnus Anderson was fully occupied setting up a bookbinding business in Kirkwall. The business was primarily focussed on the binding of bibles and gradually developed into a professional printing business; the first in the islands and a dramatic development at the time.

This was the birth of today's company. Totally different in both size and nature, but *The Orcadian* of the 21st century continues to introduce new development and stay at the cutting edge of technology. This has been the hallmark of the company throughout its history and most recently, *The Orcadian* newspaper has embraced the digital age by launching an online edition.

Back in 1854, when the newspaper was established, the founder James Urquhart Anderson – Magnus' son and his forebears would now find the digital concept impossible to understand but, had they lived in the present age, they undoubtedly would have endorsed it.

Throughout the years, the firm matured into a fully-fledged publishing and marketing company, producing the weekly newspaper, monthly magazine, local interest books, commercial design and print services in Litho/Digital/Large Format and Sublimation. *The Orcadian* has a bookshop based in the centre of Kirkwall. Along with selling books and local merchandise, we are producing and selling our very own printed canvases, chromaLuxe® panels and framed prints.

Titles published

Weekly newspaper **The Orcadian** which is produced every Thursday.

Monthly Magazine **Living Orkney** which is produced on the last Thursday of each month.

Yearly Tourist information magazine **The Orkney Islander** which is produced every March.

Responsible Persons

Mervyn Ward - General Manager – email mervyn@orkadian.co.uk

Leah Seator - Editor – email leah@orkadian.co.uk

Editorial standards

The Orcadian operates to strict editorial standards, with all reporters clear on the requirement to taking accurate notes, gathering facts from reliable and relevant sources, and ensuring that any information used as the basis of a story is accurate and verifiable.

All editorial staff are familiar with, and operate within the guidelines outlined in the Editors' Code of Practice. In addition, all editorial staff have confirmed that they are aware of any changes to the revised versions from January 2016, and again the latest version that came into effect from the 1st of January, 2018.

On top of that, being a local newspaper in a small place, a common sense approach is required when it comes to news gathering and reporting.

At the end of the day, if the editor has any doubts about, or questions regarding the factual accuracy of a story, it will not be published until such time as she is satisfied.

"The Orcadian is aware that IPSO offers pre-publication advice on the Editors' Code. If editorial staff required guidance on this or the public interest exception in relation to an article that it was looking to publish, staff would contact IPSO for advice."

Manuals and guidance

We use www.ipso.co.uk and www.nuj.co.uk

Verify stories

Primarily, being a newspaper covering a small geographical area, local knowledge and common sense allows the editorial team to ascertain immediately whether a story is legitimate or not.

However, all staff know to check the facts of any claims made before proceeding to the stage of writing a story. All claims and facts are checked with the relevant authority/body/company/individual etc, and discussed with the editor before progressing.

Details of any complaints during the period January – December 2018

There was one complaint made during the period January – December 2018 (See below for details)

Date of complaint	Publication (The Orcadian, inc The Peedie Orcadian, The Orcadian Online, Living Orkney, The Orkney Islander, Social Media)	Complainers details	Summary of complaint: code provision eg privacy; date article published, what it was about and why person is unhappy	Reporter/sub/editor/advertising rep or Other	Is this the first contact with complainer? Have they contacted IPSO? What remedy offered?	Any comeback following contact with complainer?
23/08/2018	Orcadian 16/08/18	[REDACTED] [REDACTED] [REDACTED]	[REDACTED] complained that the coverage of his court case suggested that he is using three names. He claims he had his birth name changed once and has never reverted back to his birth name. Reporter Louise Glen has responded to inform him that all names reported in the paper were read out in court ([REDACTED] was not in court, pleading not guilty by letter). He has complained officially to the newspaper, is taking advice from solicitors, and has complained to IPSO.	Louise Glen/Leah Seator	We have explained to [REDACTED] that we printed what was said in the court on the day of the proceedings. His complaint questions the accuracy of our report. [REDACTED] has clarified that his name changed [REDACTED] years ago from: [REDACTED] Louise maintains that what appeared in the newspaper was what was said verbatim in court.	IPSO responded to both [REDACTED] and The Orcadian, deciding not to uphold the complaint because it does not raise a possible breach of the Editors' Code.

Who handles complaints within The Orcadian

Leah Seator - Editor and Mervyn Ward - General Manager

A summary of your complaints handling process

There are several ways to make a complaint. You can put information relating to the complaint in a letter and send it addressed to the Editor, The Orcadian, Hell's Half Acre, Crowness Crescent, Hatston Industrial Estate, Kirkwall, Orkney KW15 1GJ. Or you can email your complaint to newsroom@orcadian.co.uk alternatively you can call our reception on 01856 879000, who can take details and will pass these on to the Editor. We will treat your complaint confidentially, seriously and quickly.

Staff training

All editorial staff including proof readers and our photographer took part in a Law for Journalists refresher course in 2018. Continued training for digital journalism is underway. Three reporters are learning shorthand with a local tutor, and undergoing NCTJ diplomas.