

Dear Colleague,

Welcome to Community Links Bromley's email bulletin number 95

Email bulletin N° 95– 15 July 2009

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Spotlight

SWINE FLU - Guidance for Bromley employers

Dr Angela Bhan, Director of Public Health for Bromley, Bromley PCT offers advice to Bromley employers for their staff if they become unwell with a flu like illness. This guidance covers:

- Signs and symptoms of swine flu?
- Should I come to work if I have a flu-like illness?
- What if someone in my family or a close friend has swine flu?
- What should I do if I become unwell at work?
- How long does swine flu last and when should I come back to work?
- How will absences be recorded?

Click here to download the [guidance document](#) from the CLB website. Click here to download a copy of the [public service information advertisement](#) that could be useful to print out and display on your notice board.

Community Links Bromley recommends that employers check on the following policies:

- Health and Safety relating to managing a clean office environment, particularly relating to phones, keyboard and communal areas.

- Moreover, how you will manage sickness leave, if your staff are unable to get a certificate from the doctor for swine flu.

September 23rd – CLB’s Annual Conference

I am very pleased to announce the date for our Annual conference and AGM. Preparations are of course already underway and this year we are looking at how Community Links Bromley enables a thriving third sector in Bromley. I am delighted to say that in addition to our keynote speaker we are planning a wide range of workshops to suit a diverse audience from both voluntary and statutory sectors. The event will start with lunch at 1.30pm and we look forward to welcoming you to what promises to be an extremely interesting and informative afternoon.

The workshops will reflect the very real needs that third sector organisations are experiencing in this current economic and funding climate. We are scheduling sessions to look at the whole funding and procurement agenda; and the demands to use technology that is more sophisticated in both fundraising and organisational management. Workshops will explore the issues around the increased demand for volunteer placements, skills and retraining. Community Links Bromley is acutely aware of the importance of supporting outcomes management. There will be a special session to ensure organisations are both familiar and confident in developing systems to meet the ever-increasing demand from funders and other stakeholders.

I am delighted to say that we have also teamed up with our statutory partners to look at how we can be more involved in local democratic processes and more engaged in emergency planning within the borough. Throughout the day there will be plenty of opportunities to talk with experts about improving your communications through IT, how to access free funding tools and an opportunity to browse at the various stalls and exhibitions. In addition, we are running a competition to win a 12-month free Flickr Pro licence for your organisation.

We very much look forward to welcoming delegates from both voluntary and statutory sector organisations. Further details about the event will be circulated in the next e bulletin as well as an opportunity to book a place at the conference. For more information contact Sue Lee on 020 8315 1902 or email

suel@communitylinksbromley.org.uk

See you all on the 23rd September.

Warm regards,

Eithne Rynne

Director, Community Links Bromley

Local news

Bromley PCT Board Decision on future of Community Services

Read Simon Robbins, Bromley PCT’s CEO, update

Following our article in the recent e-news bulletin 94, about the PCT board’s decision on the Provider Unit, many of you will probably have had a letter from Simon Robbins, Bromley PCT’s Chief Executive on the decision made on 25 June 2009. If you have not, please download a [copy from the CLB website](#).

Picture of Health - update

Part of the decisions in the Picture of the Health covered in previous bulletins; require further public involvement before its implementation. Health Link an independent body is undertaking some of this work. There is a range of public events – listed on the [following](#)

[link](#). Unfortunately the deadline for registering to attend the first event has passed – as it arrived after the publication of e-news 94. However, if you want to attend the Bexley, Bromley and Greenwich event on hospital care, you will need to register today.

'All for One' Sports Mentoring Program

Provides sports and mentoring for children and young people ages 5-7, 8-12, 13-17 years (Special needs up to 25 years). All coaches hold Levels 1-3 Coaching Badges with a full C.R.B. Child Safeguarding Enhanced Clearance Check. The first session is always free to new attendees, £3.00 thereafter - just £20.00 per month for members. There is assistance for low-income families and siblings attending weekly.

The programme runs taster sessions at our "Soccer Villages" in Downham or Whitefoot Wards. Anyone can attend if they live within access of the park, which straddles both Lewisham and Bromley boroughs. For more information or to reserve a place, call or text mobile: 07985 459 400, phone the office: 020 8425 0596, email info@purposeforliving.co.uk. Website: www.purposeforliving.co.uk.

Thyme Out project launched at Bromley Civic Centre on 29 June

James Nesbitt, star of numerous TV and film dramas came to launch the Thyme Out project at Bromley Civic Centre on 29 June.

The scheme aims to improve the independence and life chances of up to 40 participants with learning disabilities. It provides free horticultural training to gain skills and qualifications, as well as basic work skills, literacy and numeracy. The project, run by Bromley Field Studies Centre, is funded by Big Lottery with matched funding from Bromley Council and other agencies. It is also supported from a wide network of our local voluntary and community agencies including:

- Bromley Mencap's Job Match scheme,
- The Friends of Bromley Town Parks and Gardens,
- Sparks,
- Skills for Care and;
- Bromley and Bexley Advocacy.

Julian Benington, executive councillor for renewal and recreation, explained, "Working together with our voluntary sector partners, we are demonstrating leadership as a major employer giving on-the-job experience that not only broadens the clients' daily experience, but may open new employment opportunities for some of them. I hope this is just the first of many such schemes."

Jeff Royce, Secretary, Friends of Bromley Town Parks & Gardens said "As a voluntary group keen to preserve and enhance the Bromley town centre parks, including the historic and beautiful Civic Centre grounds, we are extremely pleased to be working with the Thyme Out team. We look forward to organising joint events with them during the three years of the project." And Fran Dillnutt, Employment Services Manager at Jobmatch, picked up on Cllr Benington's point about new employment opportunities, explaining that she and the team were there "to provide support to a minimum of 10 participants who want to move into open employment after their training at Thyme Out. Our employment consultant will use our innovative recruitment methods to achieve this, including job carving and the development of Micro Enterprises."

Met Police Commissioner attends at Bromley Community Engagement forum AGM

The Metropolitan Police Commissioner Sir Paul Stephenson was in Bromley on the evening of Thursday 2 July, as a guest of the Bromley Community Engagement Forum (BCEF). The event was very well attended, with borough residents filling the conference hall at the home of Bromley Football Club.

Sir Paul spelled out his priorities for tackling crime, the challenges of the recession and the changes that he plans to make, before answering a variety of questions from the audience. Questions from the floor ranged from the number and distribution of police stations to the effect on UK policing of the [Lisbon Treaty](#) [link to Wikipedia].

MPA member for Bromley and Bexley James Cleverly said, "It was clear that Sir Paul's brand of front line first, no nonsense policing was exactly what the audience wanted to hear". [Link to CLB's Flickr [site to view photos](#) taken at the event.]

First meeting to establish a Bromley BME forum

An enthusiastic group met at Community House on 18th June 2009 to explore setting up a Black Minority Ethnic (BME) forum in Bromley. They supported the idea of a forum with a diverse membership of BME run organisations and individuals from BME communities. People signed up to a steering group and agreed to hold a further event within 2 months. They also agreed to encourage other groups who were unable to come to the first event to participate in future events and development. You can download notes taken at the meeting [from the CLB website](#). For more information, including joining the forum contact Stephen Blann, Policy & Networks Officer, 020 8315 1907 stephenb@communitylinksbrmley.org.uk.

e-news bulletin publishing schedule August – September 09

Please note that there will be no e-news bulletin published in August. This is to allow for annual leave and time to commission and implement our new customer relationship management (CRM) database. During this period if information comes through to us that needs to be circulated as a matter of urgency, we will send you an e – news alert. As e-news alerts are normally only sent to CLB members, we hope this will be a good opportunity for non-members to try out this service, and that you will consider joining CLB at the end of the 'August trial' period.

September brings more changes; we will revert to the bulletin format but with a themed editorial sent out on a weekly basis. The schedule for this e-news update pilot is as follows:

- Wednesday 9 – Funding, Financial management, best practice
- Wednesday 16 – Volunteer news
- Wednesday 23 – Come to our AGM and get the news first hand!
- Wednesday 30 – Local news, training and policy

Once we have completed September's publishing schedule, we will be asking you give us feedback on the various e-news formats, so that we can match the service to your needs. Do you want stick with the broader e-news bulletin format published every two weeks? Or would you like to subscribe to specific e-news updates on funding, volunteering or local and national news? This will take the form of a survey – possibly using Survey Monkey or the new dot mailer we use to send the e-news bulletin out.

Please continue to send through any job vacancies as they will be added to the website as and when they come through.

Health Social Care and Housing Partnership Board – voluntary sector representatives

There were three nominations received for three places and so no election will be required. Those nominated were:

- Brebner Anderson, Vice Chair Disability Voice Bromley;
- Eddie Lynch, Chief Executive Bromley Mencap;
- Pat Wade, Chair Voluntary Sector Reference Group;

Read their [supporting statements](#).

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Local events

September 23rd – CLB's Annual Conference

Date: Wednesday 23 September 2009

Venue: Oakley House, Bromley Common

Time: 1- 6.30pm

Read more under the [Spotlight article](#).

CLB plans new Meet the Funders event - October 09

See listing under [Funding news](#).

Give your views on council support for older people and their carers

Community Links Bromley is hosting an open public forum where you can make your views known.

Venue: Community House, South Street, Bromley BR1 1RH. At 6.00 pm

Date: Tuesday 11th August 2009

Inspectors are visiting London Borough of Bromley to look at council support for older people and their carers. This meeting is a chance for people who use services for older people or who may fund their own support to give their views to visiting inspectors on what is good and needs improvement in local arrangements. No need to book – just turn up! The meeting will last two hours – hot and cold drinks will be available. If you want more details about the meeting, please contact Catriona Ellis on 020 8313 4203 or Sue Lee at Community Links Bromley on 020 8315 1902. For more information about the Care Quality Commission and service inspections, see www.cqc.org.uk

Two events for children with learning disabilities from Action-Led

Fun Saturdays

Venue: Action-Led, 387 Upper Elmers End Road, Beckenham BR3 3DA

Dates: Every Saturday

Times: 10am - 3pm

Ticket/Fees: 10 Pounds

Action-Led Sponsored Walk

Venue: Crystal Palace - Greenwich

Dates: Saturday 25th July

Times: 10am - 4:00pm

Action-led is an environmental conscious registered charitable organization that has been providing services for children and young adult with learning disabilities and difficulties through informing, inspiring and empowering them. Contact Action-Led on 020 8658 2387 or email info@action-led.org or visit the website www.action-led.org

Fundraising for JusB youth charity - Quiz Night

Date: Saturday 3 October

Time: 7.30- 10pm

Venue: St Mary's Church Hall, College Road

Teams of up to six, at £5 per head (bring you own drinks and nibbles)

For tickets, please contact the JusB office 020 8464 2722

JusB - table top sale

Date: Saturday 7 November

Cost: £12 per table

Venue: St. Mary's Church Hall, College Road, Bromley

A very popular event - early booking advised!

To book a table, please contact the JusB office on 020 8464 2722.

Clockhouse Garden Party fundraiser for pre-School Playgroup

Date: Saturday 18 July

Time: 12 until 3pm

There will be many games including a raffle, tombola, splat the rat, face painting, cake stall, jazz band and many things to buy. Entrance for adults is just 30p, children can come free.

Downe Scout Activity Centre celebrates 80 years

Steve Jewell, Downe Scout Activity Centre Manager invites you to come and help the centre celebrate 80 years since it was founded. Camp for two nights, with a day of activities [packed lunch included] culminating with a slap-up barbeque, disco and fireworks - all for £45. Alternatively, if you cannot make the whole weekend, come and join us on Saturday night for the festivities from 6pm. Saturday ticket costs £10 (+ £5 if you require accommodation). RSVP to Steve by 31st July by email downe.activitycentre@scout.org.uk or phone 01959 572121.

The AllStars Children's Art Exhibition and Sale

Date: 24 August - 25 August 2009

Please come along and view some fantastic pieces of art work created by children and young people, nursing staff and doctors from The Princess Royal, have the opportunity to purchase these, and support your local children's ward, so that we can provide further art projects and therapies to children while they recover from illness and long term health conditions.

Venue: The [Glades Shopping Centre](#), Bromley

Contact: Sian Spencer-Little on 01689 864 400

E-mail: sian448@aol.com

Come and find out about end of life care

Date: Tuesday 8 September

Venue: Education Centre, St Christopher's Hospice, 51-59 Lawrie Park Road, Sydenham, London SE26 6DZ

Time: 1.30pm

Discover how hospices work and what services they provide.

For more information, contact Rosanna Heal on 020 8768 4606.

Bromley Town Safer Neighbourhood – drop in surgeries

Come and discuss any issues you have in your local area or just pop in to meet the Safer Neighbourhood team on the following dates:

- Wednesday 22 and 29 July from 11am to midday at the Central Library, High Street Bromley.
- Sunday 2 August from 2 – 4pm at the Lodge, Church House Gardens, Church Road, Bromley.

Bromley Asian Cultural Association AGM

Date: Tuesday 21 July

Time: 1.30 – 4pm

Venue: United Reform Church, Bromley

BACA is a non-political and non-religious group aiming to promote unity in diversity of cultures. It holds various social activities including exercise and yoga, occasional talks and health checks plus hot lunches every Tuesday at 1pm.

Contact: Mrs Tochi Sehmi, email: tochisehmi@hotmail.com

University of the Third Age

On the Third Tuesday of each month, U3A Bromley holds monthly general meetings with a talk by a visiting speaker or an entertainment event. This month the topic is 'History through biography'.

Date: Monday 27 July

Time: 10am – midday

Venue: Bromley United Reformed Church

Contact Rita Lewis, on 020 8464 8217 for dates of the next meeting.

Exciting Summer Uni programme lined up for Bromley's young people

This year over 43 courses are running during the summer to entertain and educate young people aged from eight to 35. The following link will take you to the Bromley pages on the [national summer uni](#) site, once you are there, you can flick through the courses or filter your search by the following categories:

- Arts and Fashion
- Business Study and Careers
- Digital media, film and photography
- Music and performing arts
- Skills for life
- Sports, fitness and well-being.

The range of courses is broad, from learning how to give a magnificent manicure in three days to stable management, including two riding lessons for beginners.

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Local training

Orpington FC Soccer Schools

Dates: 11 July to 12 September 2009

Time: 10am - 12pm

Location: Grass mead Recreation Ground, Dyke Drive, Orpington, Kent BR5 4LZ

Free Summer Soccer School running every Saturday for boys aged 6 -11 and girls from 10 – 13 years. Come and join in this fun environment, where there is the opportunity to progress to the club teams.

The Orpington FC Soccer School also runs football training every Saturday morning during term time at Highway Primary Soccer School (Eton Road Entrance)

Cost: 5-8 Year Olds (Years 1, 2 and 3) at £3 per session. Toddlers Group (aged 3 years plus) at £2 per session.

For more information contact Dennis Leyser on 07868 655999 or Chris Harper 07813385182 or email chris.harper33@ntlworld.com.

Accountability training - SORP Made Simple

Date: Wednesday 19 August

Venue: Community House, South Street, Bromley BR1 1RH

Cost: £25

Learn key points about charity accounts; the Statement of Recommended Practice commonly called SORP; Statement of Financial Activities (SOFA), which is one of the chief recommendations of SORP; restricted & unrestricted funds; and allocating costs.

Contact: Maroof Adeoye, Community Accountant, on 020 8315 1919 or email:

development@communitylinksbromley.org.uk.

Update from Mottingham and Community Shop – July August

We are starting Job Club on the 24th July. Sessions take place every Friday between 10am - 2pm. Help is given by trained facilitators on a whole range of subjects such as job searching, applications and other areas related to supporting people who are looking to get back into employment. The sessions are open to all adults so please feel free to refer people.

As some of you may be aware, the Mottingham Family and Children's Centre is now open. Contact the team at the Shop for information about the events taking place during the Summer Holidays. Contact details: Mottingham Community and Learning Shop, 1-2 Cranley Parade, Beaconsfield Road, Mottingham, London, SE9 4DZ, Tel – 020 8860 1150 email: MCLS@bromley.gov.uk.

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National/regional news

Place Survey results

The place survey is a national survey of residents that measures people's satisfaction with their local area and performance of local councils and Local Strategic Partnerships. There is a standard survey but each council is responsible for surveying its residents. The government uses the information as part of its "quality control" of councils and their

achievement of Local Area Agreement targets. This survey will be the base from which to set and measure LAA targets. A wide range of information is available here - www.communities.gov.uk including the [national "headline"](#) results giving overall results for England and its regions -. There is also a spreadsheet showing [individual authorities' performance](#). If you select line 110 on worksheet 'Table 2', you can find out how Bromley's residents views on services. An analysis of some of the figures for Bromley is published on our website. [Download the Place Survey results](#).

Personal budgets in health

Now that personal budgets are slowly taking their place in social care as part of the transforming social care agenda, there are proposals to extend the principle to health care. The department of health has produced a leaflet setting out how this might work. www.dh.gov.uk

More on personal budgets

London Councils newsletter has a number of articles in relation to personal budgets for social care. Firstly a general article giving examples of how personal budgets and direct payments have been used - www.londoncouncils.gov.uk London councils also commissioned a survey into people's attitudes to the care they or those they care for received - Cost and Provision Adult Social Care Survey. There is [a short article here](#). Alternatively, you can download a copy [of Cost and Provision Adult Social Care Survey Research Report May 2009](#).

Personal assistants workforce is growing

The personal assistants workforce is a growing one with approximately 163,000 PAs across England, the latest Skills for Care South East regional committee meeting heard this week. Most PAs are employed through Direct Payments with an estimated 27,000 PAs working in the southeast. [Read more](#).

National Brokerage Network (NBN)

NBN can provide your organisation with two main strands of support. First, it provides training on brokerage and related topics, such as Personalisation awareness sessions. It can run these as open courses or on a bespoke basis as required. [See listing in the [national training](#) section.] Second, the NBN has a model for brokerage hub agencies, and is in discussion with the DoH and Skills for Care. This model will be of interest to the voluntary sector, as it provides for networking at local and regional levels, leading to greater opportunities for funding and genuine user involvement. In particular, this model meets [CQC requirements](#) [link to e-news 94] of working in partnership with local authorities. If you would like to find out more contact Andrew Carpenter, London Regional Co-ordinator, National Brokerage Network / NBN London Region, 07796 884468. www.nationalbrokeragenetwork.org.uk.

High Quality Care for All: Our Journey So Far

Lord Darzi has published his report 'High Quality Care for All: Our Journey So Far', which examines the progress that has been made since High Quality Care for All was published a year ago. Naturally, he feels his reforms are having positive effects. The report also discusses the quality agenda. Proposals include:

- Refining targets based on evidence - removing the obsolete 13 week outpatient and 26 week inpatient performance targets, as well as reviewing data collections
- Clinician budget ownership - clinical teams in the acute sector to control their budget
- Peer review accreditation system - a new voluntary peer review system in which clinicians will judge the standard of their peers. The system will be developed through close collaboration and consultation.

[Download High Quality Care for All: Our journey so far \(PDF, 1069K\)](#)

Quality markers for end of life care

Earlier this year the government consulted on “quality markers” - standards to be applied for end of life care. The Department of Health has now published the responses to this. Download the [responses and original proposals](#). Work is also underway to produce a Bromley End of Life Care Strategy, but this is in its very early stages.

House of Lords question raised on “changing places” in public toilets

Lord Rix, long associated with Mencap, has asked a question in the House of Lords about the provision of “changing places” in public toilets- particularly that all new public toilets should meet this higher standard. These are larger, have more facilities, and so can be used by adults and their carers with profound needs. [Read his article in e-Politic](#).

Comprehensive Area Assessment - update

The Audit Commission, responsible for monitoring local public bodies’ performance is now producing a regular newsletter on how to implement the [Comprehensive Area Assessment](#). It also produces a toolkit [for Local Strategic Partnerships](#).

Mayor’s housing strategy

The Mayor of London Boris Johnson has produced a draft housing strategy, currently under consultation. It will be the first statutory strategy (as opposed to guidance). There have been changes to the previous mayor’s strategy - such as scrapping the 50 per cent affordable new homes target, and allowing more flexibility for boroughs. **The consultation closes on 31st August 2009.**

- Download [the summary](#)
- Download [the full version](#) here

You may find the following briefings of use -

- LVSC briefing [looking at equalities issues](#)
- [London tenants federation](#) Briefing
- London tenants federation [consultation pack](#)

This, and other Mayoral strategies, will soon be updated in the Policy Review section of the CLB website.

Benefits of independence for third sector and government

The Commission for the Compact has published 'Independence Matters', a guide to the Compact and the independence of the third sector. It aims to increase understanding in both the public and third sectors about the importance and benefits of independence and how it can be threatened. It looks at five 'dilemmas', including “How far can a third sector organisation go in criticising its public sector funder?” and “When does demonstrating accountability become excessive bureaucracy?” For more information see the Commission for the Compact website www.thecompact.org.uk/information/ or [download the document](#).

Proposal for Apprenticeships in the Third Sector

The National Apprenticeship Service (NAS) approved a submission from Skills - Third Sector (the specific third sector skills body) for development funding to set up a Group Training Association (GTA). The GTA would provide organisations in the sector with the opportunity to benefit from funding for apprenticeships and other programmes designed to improve the skills of their workforce and volunteers. A GTA would also facilitate training through direct delivery or by negotiating suitable delivery arrangements with colleges and other training providers. The next stage of the bidding process ends in September 2009 with partnerships that are successful beginning development from October onwards.

Freedom Pass renewal

The existing Freedom Pass will stop working on 31 March 2011. The work to issue over 1.1 million replacement passes in early 2010 has already started. The first edition of a newsletter covering the news and progress of the 2010 Freedom Pass reissue project is now available online. [Read the Freedom Pass newsletter](#).

Opportunity for 25 small charities to work with professional film makers

Telling your story and that of the communities you work with through a film is one of the most powerful ways to get your message across. The Media Trust has just launched the [Volunteer Films](#) scheme, and is looking to support you if your organisation would benefit from the production of a short film about your work. Professional filmmakers and production teams volunteer their time and expertise to make films specific to each charity. Find out how your charity can [apply for this scheme](#).

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National/regional events

Navigating Funding Agreements and Tendering for Better Services

Date: London, 24 September and 22 October 2009

Learn from legal and procurement experts about

- What to cover in and what to expect from funding agreements and
- Practical insights about how commissioners and providers can approach tendering
- Processes to buy and bid to deliver better services.

NCVO's Public Service Delivery Network has developed two new training sessions in response to demand from frontline VCOs, infrastructure agencies and commissioners. The sessions are designed for a mixed audience from both public and voluntary sector [Book your place](#) for one training session or attend both for a discounted rate.

Skills for Care London Regional Conference 2009

Date: Wednesday 30 September 2009

Venue: Westminster Central Hall, Storey's Gate, SW1H 9NH

Cost: £85 + VAT. Early bird booking rate available. Discounted places will also be available for people who use services and delegates from charities/voluntary organisations that employ less than 25 staff.

One keynote speaker is confirmed as Ian Winter, Deputy Regional Director for London at the Department of Health. Alzheimer's campaigner Barbara Pinton will also be contributing to the day. View the video of last year's conference [Skills for Care London Annual Conference](#) (please note that you need QuickTime installed on your computer in order to run this).

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National/ regional training

Directory for Social Change - Training

DSC runs over 300 courses and training events for the charity and voluntary sector throughout the UK. It also offers [in-house training](#) on every aspect of charity learning and training.

[Duties of a Company Secretary](#) 3 August, London

[Effective Fundraising I](#) 4 August, London

[Becoming an Assertive Professional](#) 4 August, London

[Introduction to Management in the Voluntary Sector](#) 5 August, London

[Accounting & Financial Management - Beyond the Basics](#) 6 August, London

[Communicating to Influence](#) 7 August, London

[Grant Making Trusts & Foundations](#) 11 August, London

[Effective Report Writing Made Easier](#) 11 August, London

[Minute-Taking Skills](#) 12 August, London

["How-to" Raise Money from Legacies](#) 17 August, London

[Companies - Developing Your Support](#) 18 August, London

[Managing for Managers](#) 19 August, London

[Support & Supervision of Staff I](#) 24 August, London

[Practical Project Management](#) 24 August, London

Costs start at £170 per course for VCOs with an income of between £100,000 – £500,000 pa.

However, under the revised terms of Train to Gain's Leadership and Management funding, you can receive a one-off grant of up to £1000 (inc VAT) towards training. Broadly speaking, the revised criteria require a member of the senior management team (paid or trustee) to undertake training and that your organisation must employ at least one member of staff. If you would like more information about how to access this grant, contact Joanne Fraser from Triangle, the Learning Skills Council contracted provider for the London area on 0870 950 1177 or email L&M@trianglefusion.co.uk

Demonstrating Outcomes

Date: July 22, September 8 or September 10

Venue: Resource Centre, London

An intensive, one-day workshop designed to help you demonstrate the real worth of the services that you provide and your impact on the quality of life of your beneficiaries. The training focuses primarily on how to measure 'soft outcomes' – those changes in individual capacity and quality of life, to which crude, quantitative 'numbers count', will never do justice. The course is presented by Nick Priggis of Action Planning, an experienced trainer who has worked for seventeen years in community development.

Fee: £185 includes VAT, all course resources and lunch. You can book by entering your details [here](#) and will have the choice of either requesting an invoice or paying online. Alternatively, you can complete the form on the [course brochure](#).

Support Brokerage - NBN Training in London

Date: A five-day course, spread over the following dates: 20 /21 July and 17/18 August – 14 September 2009.

Venue: HAIL, (Haringey Association for Independent Living), Manor House, London N15
This course is for people with a disability who plan (or want to plan) their own support; professionals, groups or organisations with an interest in brokerage; paid and unpaid brokers. It is open to Bromley groups.

Cost: £85 per day plus £10 for course materials and £5/day for lunch if required.

Booking: To book a place or ask a question, please contact Andrew Carpenter, London Regional Co-ordinator, on 07796 884468 or [email](#) Andrew Carpenter.

Find more details at <http://www.nationalbrokeragenetwork.org.uk/>

Accountability training - Excel Spreadsheets

Date: Wednesday 22 July

Venue: The CVA Resource Centre, 82 London Road, Croydon CR02TB

Cost: £25

Learn how to create worksheets, formatting, formulas, printing and creating a cashbook

Contact: Yaw Addo, Community Accountant, Lambeth Voluntary Action Council, 95 Acre Lane, London SW2 5TU Tel: 020 7737 9474. Email: comaccountant@lambethvac.org.uk

Inclusive Volunteering Training Session

Date: 22 July 2009

Time: 1 - 4pm

Location: 6 Market Road, N7 9PW

Cost: FREE

At a recent GLV meeting, Scope introduced its 'Inclusive Volunteering Training Companion'. Scope is now offering to equip as many volunteer centre staff/volunteers in London as possible to deliver this training to its members. By training your staff to deliver this training you will be able to:

- Provide training or 'good practice' events to members on engaging disabled people
- Provide practical advice and support on the engagement of disabled people as volunteers to members
- Link members to resources that can support them in engaging disabled people
- Have a prepared membership in your locality that is 'ready, willing and able' to assist disabled people to benefit from the Access to Volunteering Fund pilot in the London area. (Due to start in September once the Government selects a contractor to deliver it on their behalf).

For more information, contact Sid Li, Office Administrator, Greater London Volunteering. Telephone 020 7953 7317.

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Local Jobs

Bromley Mind – 3 posts

Bromley Mind provides services for people with mental health needs and dementia living in the London Borough of Bromley.

Senior Day Centre Worker (MindCare Dementia Services) £18,189 p.a. 35 hours per week

We are seeking an enthusiastic and experienced person for an exciting opportunity running our new day centre in St Paul's Wood, Orpington. Initially, this post will require you to assist the Day Centres Manager in marketing this new service, as well as leading and motivating a new team.

The successful applicant will hold an NVQ3 in Health & Social Care (or equivalent), have a good understanding of dementia and its presenting problems and will have worked with older people in a similar setting.

You must also have use of a vehicle, as you will be expected to travel across the borough on a regular basis to carry out assessments.

Interview date: 14th August 2009

Practice Development Co-ordinator (MindCare Dementia Services) £18,000 p.a. (£25,230 pro rata) • 25 hours per week • 12 month fixed term contract

An exciting opportunity has arisen to lead a pilot project in Bromley's extra care housing services. The post holder will plan and deliver effective training, on the job coaching and mentoring in providing high quality care to people with dementia, for non-specialist care staff. The successful candidate will have experience of providing care and support to people with dementia, delivering training or coaching to other staff and developing new projects or services, alongside good marketing and organisational skills.

Interview date: 10th August 2009.

'Coping with Life' Co-ordinator £17,086 p.a. (£23,000 pro rata) • 26 hours per week

Bromley Mind's Coping with Life programmes help people develop skills to better deal with problems of life, including anxiety, stress, anger and low self-esteem. Bromley Mind is seeking a Co-ordinator to oversee the delivery of these programmes and contribute to their promotion and future development. The successful candidate will have experience of project co-ordination and managing staff, alongside good communication and administrative skills.

For an informal discussion about the role please contact Ben Taylor on 01689 603812.

Interview date: 18th August 2009

Excellent training, supervision and support are available for all posts.

For an application pack, telephone 020 8249 5910 or visit our website at www.bromleymind.org.uk

Closing date for all posts: 5pm on Thursday 30th July 2009.

Successful applicants will be expected to undergo an Enhanced Criminal Records

Bureau check. Bromley Mind is committed to equality of opportunity and welcomes applications from candidates with personal experience of mental health needs. Registered Charity: 1082972.

Funding news

Don't miss out on £1,000 Modernisation Fund bursary – deadline 17 July

Over 100 frontline third sector organisations across London will benefit from £1,000 bursary awards made under the Government's £16.5m Real Help for Communities: Modernisation Fund, which is being delivered by Capacitybuilders. The awards will help groups delivering services that benefit people affected by the recession, to become more resilient to the impact of the economic downturn. Organisations have until the 17 July to apply.

A second phase of the programme due to launch in the Autumn will allow bursary holders from phase one to access additional funding of up to £10,000 to take further significant steps towards collaboration or merger. Across London, this could result in the third sector receiving a further £1m by the end of the year.

Each £1,000 bursary buys at least two days of professional advice and support to explore how organisations can increase their impact, by working more closely with others, including through collaboration and merger. The programme opened for application on 1 June and since then demand has been brisk, with the bursaries awarded in London forming part of 500 awards made by Capacitybuilders in just one month.

Speaking about the awards, Matt Leach, Capacitybuilders' Chief Executive said, "Across the London, we are seeing a particularly high level of interest from organisations providing family support, training and employment services and those working to support social cohesion.

Adventure Capital Fund consortium will run Communitybuilders

A consortium led by the [Adventure Capital Fund](#) has been chosen to manage the Government's £70m [Communitybuilders](#) fund.

The ACF, which holds the contract to run the £215m [Futurebuilders England](#) fund and the [Department of Health's](#) £100m [Social Enterprise Investment Fund](#), was selected to run the Communitybuilders fund, which will provide a combination of grants and loans to voluntary organisations for projects that promote involvement in local decision-making.

The ACF will operate the fund in conjunction with Futurebuilders and the [Community Alliance](#), which is a partnership between community network, the [Development Trusts Association](#), local umbrella bodies [Bassac](#) and [Community Matters](#).

[Unity Trust Bank](#) has also agreed to provide up to £40m of matched funding for the programme, which is jointly administered by the [Office of the Third Sector](#) and the [Communities and Local Government](#) department.

New round of Community Grants

The Community Grants programme aims to support small voluntary and community organisations to engage with local communities and deliver a range of skills and employment support activities, through the provision of grants of up to £12,000.

The grants aim to support a quality outreach provision, providing an essential stepping-stone for unemployed and economically inactive participants to find employment or progress to further learning.

The ESF Community Grants programme builds on the Global Grants programme (known as Fast Forward Grants in London), which was one of the key features of the last regional ESF Objective 3 programme. The London Development Agency and the European Social Fund jointly fund the programme.

The 2009-10 round of funding opened on 26 June 2009. The deadline for applications is 12 noon on 14 September 2009. For further information on whether your organisation is eligible and how to apply please ensure you read the following documents carefully:

The application and all associated papers are available from the following website:

www.gle.co.uk

A new Meet the Funders event planned for October 09

A new Meet the Funders event is planned for Friday 9th October 2009. Presentations to be given by City Bridge Trust, City Parochial/Trust for London, NCVO – Funding Central, Capital Community Foundation - Grassroots Grants. Booking form and schedule will be available from the CLB website soon, but contact Julie Hunt for more information in the interim.

BIG RSWT Changing Spaces: Local Food

Local Food is part of the Big Lottery Fund's Changing Spaces programme, which was launched in November 2005 to help communities enjoy and improve their local environments. The programme funds a range of activities from local food schemes and farmers markets, to education projects teaching people about the local environment. Grants from £2,000 up to £500,000 are available for not-for-profit groups and organisations in England delivering such projects as growing, processing, marketing and distributing local food; composting and raising awareness of the benefits of such activities.

There are three levels of funding available through Local Food:

- Small Grants - Between £2,000 to £10,000 is available for small grants
- Main Grants - Between £10,001 to £300,000 is available for main grants
- Beacon Grants - Between £300,001 to £500,000 was available. The Beacon Grants round has now closed.

Small Grants projects will be assessed against the following criteria:

- the community is involved, consulted and will benefit from the project
- the project demonstrates good and effective partnership working
- the project addresses disadvantage
- the project meets at least one of the five Local Food themes
- the project displays a good level of social, economic and environmental sustainability
- the organisation has the capacity to manage the funding and the project
- the project will be monitored and evaluated against identified aims and outcomes
- the project displays good budget management and value for money.

If you are applying for a Small Grant, you will not be required to provide any match funding towards the project costs.

Main Grants projects will be considered for the following criteria in more depth than the Small Grants:

- the project responds to a clearly identified need and fits in with local, regional, or national strategies
- there is community involvement, consultation and benefit in all aspects of the project
- the project demonstrates good and effective partnership working
- the project addresses disadvantage
- the project meets at least two of the five Local Food themes
- the project displays a good level of social, economic and environmental sustainability
- the organisation is well managed and financially sound
- the project displays good budget management, value for money, and has realistic income projections
- the project will be monitored and evaluated against the identified outcomes and milestones.

If you are applying for a Main Grant over £20,000, you will be required to provide 10-30 per cent match funding.

For Small and Main Grants, up to 80 per cent of the grant can be used for capital costs but at least 20 per cent must be used for revenue.

If you are interested in applying to Local Food, you have until 21 August 2009 to submit your First Stage Application.

Further information is in the FAQs on website below. Initial enquiries about funding should be directed to the Changing Spaces Advice Line Tel: 0845 3 671 671 or Email:

localfood@rswt.org

Local Food, Royal Society of Wildlife Trusts, The Kiln, Waterside, Mather Road, Newark, Nottinghamshire NG24 1WT Website: <http://www.localfoodgrants.org/grants>

Noel Buxton Trust

The Noel Buxton Trust makes grants to charities active in the following three spheres of activity.

- The welfare of children in disadvantaged families and of children in care. This will normally cover families with children of primary school age and younger, although work with children in care will be considered up to the age at which they leave care
- Penal reform, the welfare of prisoners and their families, rehabilitation of prisoners and work with young people at risk of offending
- Sustainable development and education in Eastern and Southern Africa.

The Trust welcomes applications from registered charities. Exceptionally the Trust will consider appeals from charitable organisations that are not, or not yet, registered (but see exclusions list on website below).

The Trust is a small one and seldom makes grants of more than £4000, often considerably less. The average grant in 2008 was about £1670.

Apply by letter, setting out the reasons why a grant is being requested. Applications should include the applicant's charity registration number and the name of the organisation to which cheques should be made payable, if different from that at the head of the appeal letter.

Please include with your application: Budget for current and following year; Details of funding already received, promised or applied for from other sources; Latest annual report / accounts in the shortest available form. Contact The Secretary, The Noel Buxton Trust, P O Box 393, Farnham Surrey GU9 8WZ. Website: www.noelbuxtontrust.org.uk

Peter Cruddas Foundation

The Foundation gives priority to programmes designed to help disadvantaged and disengaged young people to pursue their education (including vocational) and more generally develop their potential whether through sport or recreation, voluntary programmes or otherwise. Preference will be given to the support of projects undertaken by charitable organisations for the benefit of such people. Consideration may be also given in certain circumstances for individual support but only on referral from appropriate sponsor organisations.

Priority funding streams for 2009:

- Pathways/support for young disadvantaged or disengaged young people into mainstream education, training or employment
- Crime diversion schemes
- Work experience/skills projects for young people
- Mentoring of young people in London
- General youth work in London
- The Peter Cruddas Foundation can only donate to UK registered charities. To qualify you must be:
 - A UK registered charity benefiting people living in the UK
 - An organisation supported by a UK charity
 - An individual supported by a UK charity.

If in any doubt about your eligibility or project, please contact the Foundation Administrator for advice.

We strongly recommended that you read the notes to help you complete the application form.

Stephen D Cox, Foundation Administrator, Peter Cruddas Foundation, 66 Prescott Street, London E1 8HG Tel: 0203 003 8360 Fax: 0203 003 8580 Email: s.cox@pcfoundation.org.uk

For more information and to download Guidelines and Application Form go to their website: www.thepetercruddasfoundation.org

Neighbourhood and Home Watch Fund

The Neighbourhood and Home Watch Fund is a £500,000 fund available for new and existing Neighbourhood and Home Watch groups in high crime areas to receive grants of between £1,000 and £50,000.

The aim of this fund is to support Neighbourhood and Home Watch schemes to reach more people in helping them to secure their homes, warn them about crime in their area and take action to prevent it, and know how to prevent distraction burglary. They will work closely with Neighbourhood Policing teams to distribute the government's crime prevention advice and use local meetings and engagement opportunities to provide crime prevention information to the public.

Tribal's Community Development Team is managing this fund on behalf of the Home Office. The final closing date for receipt of applications is 12pm Friday 31st July 2009.

To find out more please go to grantsadmin.co.uk/neighbourhoodwatch/

City Bridge Trust

The City Bridge Trust aims to address disadvantage by supporting charitable activity across Greater London through quality grant-making and related activities with clearly defined priorities.

The values at the heart of their work are:

- Fairness
- Inclusion
- Independence

They aim to add value to their grant making through a number of strategic initiatives.

They work collaboratively with London's third sector, identifying new areas of need and new solutions.

Their current grant programmes are:

- Accessible London - Positive change for disabled people - accessible vehicles, the arts and sport
- Bridging Communities - building on commonalities between ethnic and language communities
- Improving Londoners' Mental Health - especially the young and elderly, prisoners, ex-prisoners, refugees/asylum seekers suffering trauma.
- London's Environment - environmental education, biodiversity
- Older Londoners - active, independent and healthy lives for the elderly esp. over 75 years
- Positive Transitions to Independent Living - childhood into adolescence, adolescence into adulthood, leaving home or leaving care and becoming parents
- Strengthening the Third Sector - increasing volunteering, encouraging ethnic and refugee community organisations, improving skills.

There are no closing dates for applications for the above.

The City Bridge Trust, City of London, PO Box 270, Guildhall, London EC2P 2EJ

General enquiries Tel: 020 7332 3710 Improving Services for Older People programme

Tel: 020 7332 3705 Minicom: 020 7332 3151 Fax: 020 7332 3127 Email

citybridgetrust@cityoflondon.gov.uk Website: www.bridgehousetrust.org.uk

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Volunteer News

Recruit skilled volunteers and survive the recession says Jon Snow!

Recruiting volunteers for their professional expertise will help charities to survive the recession. Read more from the broadcaster and experienced trustee in [Third Sector](#) online. [Registration required]

Baroness Neuberger proposes civil service charity volunteering scheme

Baroness Neuberger, the Government's recently resigned Volunteering Champion, proposes a charity volunteering scheme for all civil servants to be in place by 2011. But she warns that HR and line managers will present the biggest barriers to its implementation. Read more at [Third Sector online](#). [Registration required]

Guardian Citizenship and Volunteering Award

Time is running out to nominate for these awards - entries close on Friday 17 July. The annual Guardian Public Services Awards aim to draw attention to teams within the private sector who have contributed to improving civil society. So if you know of a small or large company who has a team that can demonstrate outstanding dedication (perhaps thanks to all of your advice and guidance), the Guardian wants to hear about it. Follow this link to [enter your team now](#).

Legal News

Sandy Adirondack's Legal news update: Property

Campaign against 'rain tax' - changes in how water companies charge for surface water drainage.

www.sandy-a.co.uk/managing.htm#raintax

Charity Property Help from RICS offers one-hour free consultation on property matters.

www.sandy-a.co.uk/managing.htm#propertyhelp or go direct to www.charitypropertyhelp.com

Sandy Adirondack's Legal news update: Charity and Company Law

Charitable incorporated organisation (CIO) structure not likely to be available until April 2010. www.sandy-a.co.uk/managing.htm#cio. Alternatively, go to <http://tinyurl.com/cp7tao> for Office of the Third Sector's updated implementation plan for the Charities Act.

Revised Charity Commission guidance on amending a charity's governing document.

www.sandy-a.co.uk/managing.htm#charity-amendment.

Alternatively, go direct to www.charitycommission.gov.uk/publications/cc36.asp

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Best practice, resources and offers

Bike4Life toolkit

The Bike4Life toolkit, now available as downloads, is full of tips and information to help families get active on their bikes and to help them feel safe on the road - look at the web page. [Bike4Life toolkit](#)

DCSF: NEET Statistics Quarterly Brief (23/06/09)

This note sets out the definitive available statistics on young people Not in Employment, Education or Training (NEET) and young people Not in Education and Training (NET).

[Download the note in PDF format](#)

CAF Cards help workers see “through young people’s eyes2

Positive Steps Oldham introduced a new user-friendly resource to support the Common Assessment Framework [CAF] used in identifying and supporting young people and families with additional needs. Their innovative CAF Cards have proved a great way to engage young clients. They help workers see “through young people’s eyes”, and enable young people to generate choices that are realistic and possible. Many users are vulnerable and have multiple needs; the cards focus on strengths and the potential for change. [Read more on the website](#)

New from RNID online shop “the loudest phone we have ever heard

[AmpliPower 50](#) has an extremely loud maximum volume of 141dB, so it is ideal for people who are severely deaf. It's hearing aid compatible so you can switch your hearing aid to the loop (T) setting that cuts out all background noise.

A built-in strobe flashes to alert you to the phone ringing, although this can be turned off if you prefer. Price £85.01 ex. VAT. [Order now](#)

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Financial Management

Accountability training - Programme

Up and coming events include – [Excel Spreadsheets](#) training to be delivered in Lambeth. Maroof Adeoye, our own Community Accountant will be delivering [training in SORP](#) on Wednesday 19 August here at Community House.

Financial management functions of a trustee board

Most of the Community and Voluntary Organisations (CVOs) are financially accountable to a great number of stakeholders as they are funded by a combination of tax concessions and money from the public, local government and charitable trusts. The three main financial management functions of the board to achieve value for money and effectiveness are financial monitoring, procedures and management.

Financial monitoring is usually carried out by boards by comparing budgets for income and expenditure with actual results and is characterised by the use of key financial ratio analysis and inclusion of financial performance information against predetermined financial policies

Financial procedures appropriate to the size and complexity of the organisation are designed to ensure the propriety and efficiency of the organisation's activities. They typically include policies for the proper accounting, control and protection of income, expenditure and assets of the organisation.

Financial management procedures cover a wider area of decision-making than the purely financial: they are the procedures that help management to decide overall strategy and make the best use of resources.

This article originated from NCVO's financial management procedures. For more information and support for your group's accounting and financial management, please contact Maroof, your local community accountant on 020 8315 1919 or e-

mail:maroofa@communitylinksbromley.org.uk

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Membership

Join Community Links Bromley

Benefits of becoming a member of Community Links Bromley are many. Here are a few:

- Membership is free
- Specialist advice and support services
- Inclusion in the Directory of Local Voluntary Organisations
- Community library with over 500 titles
- Specialist funding information service
- Networking events
- Forum events
- Benefit from CLB's strong relationship with statutory authorities
- Opportunity to elect CLB trustees and attend the AGM
- Free or discounted prices on members' events
- Advertising job adverts and events on our website and e-bulletin free
- Volunteering brokerage and representation.

Membership of Community Links Bromley (CLB) is open to charities, voluntary organisations and community groups operating for the benefit of Bromley people and those groups whose aims are compatible with those of CLB. To become a member your organisation needs to fulfil these criteria.

Please note that CLB is a company limited by guarantee. Therefore all members are liable for the sum of £1 if CLB should be wound up.

To apply or to check the full criteria, download the [membership form and criteria](#). Or contact Sue Lee on 0208 315 1902.

If you aren't sure whether or not your organisation is a member, follow this link to the full [membership list of Community Links Bromley](#).

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About the email bulletin

Contact Details

The editor is Philippa Leary, Membership, Information & Communications Officer, Community Links Bromley. Our website is at www.communitylinksbromley.org.uk

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