

Dear Colleague,

Welcome to Email bulletin N° 99 – 11 November 2009

There are a couple of articles in this issue that I wanted to highlight, which will have significant and long term impact for people working or living in the Borough.

Firstly the [Mayor of London's consultations](#) on developing a strategy for transport, economic growth and setting the framework for the expansion of the capital over the next quarter century need reviewing and responding to.

Commissioning is currently a hot topic of the moment. The publication of the Department of Health's [World Class Commissioning](#) guide for Primary Care Trusts will influence our local health and social care agenda. Discussions around Bromley's Adult and Community Services commissioning process are under the spotlight on 16<sup>th</sup> November at CLB's [Commissioning in Bromley](#) information event.

The Volunteer Centre Bromley is working closely with Broomleigh Housing Association to improve the skills of the Borough's long term unemployed residents through the exciting [Personal Best Bromley](#) scheme. It offers accredited training and a guaranteed opportunity of an interview for a place as a games volunteer in 2012.

Finally, as you are reading the news, don't forget to set aside some 'me' time to support the latest venture from one of Bromley's five Community Interest Companies. The [Croft Tea Rooms](#) opens tomorrow, so get down to West Wickham and sample some of their home made cakes and cooking.

Best Wishes,

Philippa

Philippa Leary, Membership, Information and Communications Officer

**Next publishing date:**

- Wednesday 25 November 2009
- Wednesday 9 December 2009
- Copy deadline: Thursday before publication

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## Spotlight

### Commissioning In Bromley – information event

**Date:** Monday 16 November

**Time:** 10.30am – 3pm

This free event is for all organisations that currently hold a Service Level Agreement with the London Borough of Bromley to provide services to Bromley residents.

As you know, there will be significant changes to the way Adult & Community Services commission services. There is no doubt, there will be a new tendering system and you'll need to know EXACTLY what this will mean for your organisation, if you are to be fully prepared to bid competitively.

Do not miss this opportunity to hear what these changes are, and tell commissioners what the impact will be for your services. Lunch is provided. LBB are facilitating 4 workshops in the afternoon

Workshops include

- **Monitoring:** This session will focus on monitoring information – what is required and why – and provides an opportunity for organisations to discuss how this affects them.

- **Quality Evaluation:** Organisations often feel that commissioners are only looking at price. This session will cover the evaluation process and how quality measures are taken into account.
- **Service Design:** The size and length of contracts impacts on an organisation's ability to tender. This is an opportunity to share information about what the impact of contract lengths and "packaging" has on providers and to discuss issues such as partnering/ joint tendering.
- **Tender Process:** Following on from the morning presentation about the tender process, this will be an opportunity to explore in more detail some of the finer points of the process and what support organisations might need in order for them to be able to participate.

Download the booking form to [read more about the programme of workshops and to book your place on the day.](#)

## Local news

### **Would a mobile clinic help you deliver health care services more effectively?**

Bexley Accessible Transport Scheme (BATS) is looking for a wide range of community partners, including groups from Bromley, to make use of this unique mobile health clinic particularly if you are working with:

- Children and Young People
- The Elderly
- People with disabilities
- Groups where there may be ethnic and language barriers
- Target groups who would not normally access mainstream services

Interested parties please contact Andrew Grieve, CEO, BATS, on 01322 311403 (direct dial) or email [andrew.grieve@bexleyct.co.uk](mailto:andrew.grieve@bexleyct.co.uk). Visit [www.bexleyct.co.uk](http://www.bexleyct.co.uk) to read more.

### **Glaxo Smith Kline donates free office furniture for local VCOs**

Glaxo Smith Kline would like to donate office equipment to local voluntary and community groups following on from the closure of its Beckenham site. The equipment ranges from desks, filing cabinets, photocopiers, printers to fax machines. If you are

interested, please contact Carole Crane on 020 8639 6687 or email [carole.e.crane@gsk.com](mailto:carole.e.crane@gsk.com).

### **The Challenge of Personalised Public Services – quick survey**

NCVO (National Council for Voluntary Organisations) is interested in finding out what issues Bromley organisations face as the move to more personalised services and individual budgets takes shape. This will help them to support you in your efforts to gear up for the personalisation agenda. Take NCVO's [three-minute personalisation survey](#) to let them know your thoughts and experiences of personalisation so far. The Bromley survey closes on 20<sup>th</sup> November 2009.

### **Deaf children to meet Diversity at the Glades**

Excitement is mounting among the families of Bromley Deaf Children's Society, as they look forward to an exclusive 'meet and greet' with this year's 'Britain's Got Talent' winners, Diversity. The children will meet the street dance stars in a private evening session at the Glades on Thursday 19 November. Spokesperson for BDCS, Lorraine Nee says, "The kids are unbelievably excited about this and we're absolutely delighted that they are receiving this special treat."

The special invitation came about through Bromley Deaf Children's Society (BDCS) successful nomination as the shopping centre's current featured charity. Previous winners this year were Macmillan Cancer Support and Age Concern Bromley. Apart from receiving a corporate donation from the Glades, featured charities are able to hold awareness days in the shopping centre, run coin collections and benefit from any of the other Glades fundraising events during a three-month period. Details of how to nominate your charity will be featured in the e-news bulletin in January/February of next year, once they are announced.

There is also the opportunity for other fans to meet Diversity by entering the Glades' online competition. Read more at [www.theglades.uk.com](http://www.theglades.uk.com).

### **Bromley PCT- Single Equality Scheme**

The Single Equality Scheme describes how Bromley PCT will fulfil its statutory duty to promote equality of opportunity and avoid discrimination. It is intended to meet the requirements for a race equality, disability equality and gender equality scheme and

takes account of the needs of children, younger and older people, people with different religions and beliefs, lesbian, gay and bisexual people, transgendered people, and people who may be less well off.

There are two consultation events on the 15<sup>th</sup> December for people to learn more and to give their views. [See Local Events below for more details.](#)

### **Croft Tea Rooms open for business**

Croft Tearoom CIC is opening for business on Thursday 12th November. The News Shopper will be coming around 10am on Thursday, with a photographer. Everyone is welcome to come and try the best tea and coffee in Bromley, homemade soups, local traditional bread, cheeses from Kent and a range of delicious home-baked cakes at 263 High Street, St Mary Cray.

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## **Local events**

### **Bromley PCT - Single Equality Scheme consultation**

**Date:** Tuesday 15 December 2009

Session 1 - 10am to 12pm

Session 2 - 1.30pm to 3.30pm

**Venue:** The Great Hall, Bromley Civic Centre, Kentish Way, Bromley, Kent BR1 3EF  
Invitation to a meeting to discuss the Bromley Primary Care Trust (PCT) Single Equality Scheme, and how it plans to make sure that NHS services are accessible to the whole population of Bromley. The aim of the meetings is to help the PCT understand how it can make sure that NHS services meet the needs of specific people and groups in Bromley; this includes the needs of women, men, minority groups, disabled people, children and older people.

If you would like to attend the meeting, please contact Gulshen Fisher and state your preferred time (session 1, 10am to 12pm or session 2, 1.30pm to 3.30pm) by Wednesday 25th November. Once you have confirmed you are coming, you will be sent further information in preparation for the meeting. If you would like this information in an alternative format, please let Gulshen know (e.g. Braille, large print, easy read, different language). Tea and Coffee will be provided.

Email Gulshen on [Gu.Fisher@bromleypct.nhs.uk](mailto:Gu.Fisher@bromleypct.nhs.uk), or phone 01689 880681 or fax 01689 880680 or write to Bassetts House, Broadwater Gardens, Farnborough Orpington, Kent BR6 7UA.

### **Bromley NHS - don't wait until you're sick to take an interest**

**Date:** Saturday 21 November

**Venue:** Central Bromley

**Time:** 10am - 1pm

The PCT is holding a 'conversation' about its vision and priorities for the local NHS from 2010 to 2015. Those who attend will get an opportunity to help shape the future.

- Do you live in Bromley?
- Do you use NHS General Practice or hospital services?
- Is the future of your NHS important to you?

To register your interest in attending call 01689 880616 or email your telephone contact details to [ask@bromleypct.nhs.uk](mailto:ask@bromleypct.nhs.uk) adding '21 NOV' to the subject line.

There will be a £25 gift voucher for anyone responding to this announcement, who is selected to attend, to spend with a major national retailer.

### **AGM - Bromley Council for Voluntary Youth Services**

**Date:** Thursday 26 November at 8pm

**Venue:** Wilberforce Scout Centre, Downe Road, Keston

The Executive Committee of BCVYS would like to invite you to the Annual General Meeting. Please come along and meet the Executive Committee members, and find out a bit more about BCVYS.

Have you ever applied for a grant from BCVYS? No! Then come along and find out what you can apply for, so you can get some more equipment for your youth group or some training for your leaders. Cheese and wine will be served after the meeting.

If you have any questions, or need some more information, contact Caroline Stone on 020 8462 4432.

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## Local training

### **Puzzled by partnerships? Fazed by forums? Looking for leadership training?**

CLB is running a free tailor-made programme of training to help you understand and get involved in local forums, network, partnership and decision-making. [Click here to find out more.](#)

### **Children & Family Centres – autumn programme for Orpington and Cray Valley [area 5]**

If you work with families that you feel would benefit from any of the services or classes below, contact Victoria Sweeting, Community Area Services Coordinator on 07932947405. Alternatively, you can call the centres directly.

#### **Manor Oak (Tel: 01689897089):**

- Spring Clean Your Life - Starting on 13th November 9:30 -11am (running for 6 weeks)
- Smoking Cessation - Starting on 12th November 1.30pm - 2.30pm (running for 6 weeks)
- Caterpillar Music

#### **Blenheim (Tel: 01689831193):**

- 1:1 Counselling sessions - starting soon. (running for 6 weeks)

If you are working with parents or carers who would benefit from a six-week counselling course, please contact Blenheim Children & Family Centre.

- Caterpillar Music
- Keep Fit

#### **Poverest (Tel: 01689825529):**

- Spring Clean Your Life - Starting on 10th November 1.30 - 3pm (running for six weeks)

#### **Cotmandene (Tel: 020 8300 2548):**

- Get Set for Reading

### **JustArtDentity - new workshops exploring self expression through art**

**Date:** Saturday 21 November 2009

**Time:** 9.30am to 2pm

**Fee:** £10

Location: Livesey Memorial Hall, 225 Perry Hill, Catford SE6 4HD

JustArtDentity examines communication and self-expression through the medium of art.

Carole Johnson hosts this programme of four half-day workshops. She is a practising artist and Head of Design Technology at a West London Secondary School. The first session aims to combine music and imagery in a creative way to build an atmosphere for reflection and personal expression. [Read more](#). Places are limited to ten people.

If you are interested in attending, please register your details by emailing: [carole@just-be.co.uk](mailto:carole@just-be.co.uk) stating your email address and contact telephone number.

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## National/regional news

### Mayor consults on plans for London, its transport, economic development, health and clean air

The Mayor of London has published a number of strategies for consultation. Three of these are linked under the collective name 'Shaping London':

1. [The London Plan](#) - an integrated economic, environmental, transport and social framework for the development of the capital over the next 20-25 years.
2. The [Transport Strategy](#) sets out the Mayor's plans for London's transport over the next 20 years.
3. The [Economic Development Strategy](#) sets out intentions to promote London internationally, to keep the business environment competitive and to give all Londoners the opportunity to share in its success.

Deadline for comments on all three is 12<sup>th</sup> January 2010.

The mayor is also consulting on:

[Air quality Strategy](#) – deadline 30<sup>th</sup> November

[Health Inequalities Strategy](#) - deadline 10<sup>th</sup> January 2010

### Revised Compact - launch postponed

The revised Compact document was due to have been launched during Compact Week, 2nd to 8th November. The Cabinet Office, however, has announced that "some

particularly interesting and complex issues arose during the consultation" with the consequence that the launch will now take place "before the end of the year".

[Compact Voice](#) has published a compendium of responses, with quotes from a wide variety of organisations from national bodies to local ones - including Community Links Bromley. [Click here](#) to see it.

Various bodies expressed concerns with the proposed changes. The [Community Sector Coalition](#) said that the amendments were "lacking in relevance" and generally "in need of strengthening". [Voice4Change](#) England, representing almost 6,000 black and minority ethnic third sector groups, said it was "extremely concerned" about the decision to get rid of a separate BME code.

Read CLB's earlier [briefing on the consultation draft](#) by Stephen Blann, Policy and Networks Officer.

### **Take up of Free Swimming Programme – national stats now in**

The department of Culture Media and Sport has published information on the [number of free swims](#) recorded by all 259 local authorities participating in the free-swimming programme. Bromley is not taking part in the programme.

### **Children's Trusts - a briefing paper on improving financial management**

Jointly produced by the Audit Commission and CIPFA, 'Children's Trusts' provides practical guidance on improving financial management in children's trusts. The document supports the national report 'Are we there yet?' presenting the findings of research into the progress local councils and their partners are making in developing children's trusts.

Download the full report below. This report contains the findings and recommendations. [Children's trusts: A briefing paper on improving financial management \(opens in a new window\)](#) (PDF)

### **World Class Commissioning - an introductory guide**

World class commissioning is the way that primary care trusts are supposed to allocate resources. It should lead to better health and wellbeing for the population; improve health outcomes, and reduce health inequalities. It should mean that trusts spend their money where it does most to improve health, based on evidence and knowing local need – not just historical funding. The Department of Health has published an

introductory guide [World class commissioning - an introduction \(PDF, 303K\)](#). For the latest information on local council commissioning, book your place on CLB's free commissioning information event on 16<sup>th</sup> November– see our [Spotlight Feature](#).

### **Changes to Direct Payments – a summary of changes**

From 9 November 2009, there are important changes to the Direct Payments scheme. New regulations will extend the scheme to people who lack the capacity to consent, and to people with mental health problems who are subject to mental health and certain criminal justice legislation. Guidance for councils on direct payments has been updated to reflect these changes. This leaflet sets out these changes and explains where you can find more information. [Download a summary of changes to direct payments \(PDF, 37K\)](#)

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## **National/regional events**

### **Women4Change Seminar: Promoting BMER Women's Leadership & Engagement in Public and Civic Institutions and Life**

**Date:** Monday 30 November 2009

**Time:** 10am – 2.30pm

**Venue:** Sutton Town Hall, Room 1, Civic Offices, St. Nicholas Way, Sutton SM1 1EA

Costs per delegate: FREE but places must be booked in advance.

The seminar aims to:

- Provide perspectives & presentations on the under-representation of women from Black Minority Ethnic & Refugee & Migrant (BMERM) communities within elected & appointed positions, decision-making structures.
- examine the barriers that still exist to BMERM women's engagement and participation within diverse BME communities, community leadership & community organisations as well as within mainstream public independent & political institutions, civic roles and leadership positions

To book a place, contact Thirkra Ali, Equality Officer at the Sutton Racial Equality Council, on 020 8770 6199 or email [admin@suttonrec.org.uk](mailto:admin@suttonrec.org.uk).

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## National/regional training

### **'Winning a Bigger Buck for Your Bang' training programme**

ACEVO has designed this programme to give third sector support providers the skills and information they need to help frontline organisations engage with the commissioning of services by public sector bodies and to win contracts for public service delivery. The programme comprises five training topics:

1. An Introduction to Procurement Processes - Tuesday [17th November 09](#)
3. Influencing Commissioning Processes - Tuesday [8th December 09](#)
2. Setting Targets and Measuring Benefit - Tuesday [19th January 10](#)
4. How to Negotiate During Commissioning Processes – Wednesday [17th March 2010](#)
5. Financial Planning To Win - Wednesday [17th February 2010](#)

The events, which can be booked separately or as a whole programme, are hosted in London. A discounted rate is available for people who book on the whole programme.

To find out more, click [here](#). To download a full programme, click [here](#).

For local information on Commissioning, why not [book onto CLB's commissioning information event](#) on Monday 16<sup>th</sup> November.

### **Russell-Cooke - programme evening seminars**

- Employment Law Update 2009, 18 November - This session will cover important employment law changes during 2009
- Negotiating a lease that suits you, 13 January: For a charities and voluntary organisations that are considering taking a new lease (or renewing an existing lease)
- The Charitable Incorporated Organisation, 26 January: This seminar will explore the key features of the CIO and outline some of the CIO's pros and cons

Russell-Cooke is charity specialist and works with charitable and not for profit organisations.

Time: 5.30pm – 7pm (Registration for the seminars begins at 5.15 pm)

Venue: Russell-Cooke LLP, 8 Bedford Row, London WC1R 4BX

Price: £30 (inc. VAT) for the first delegate, per seminar, £15 (inc. VAT) for each additional delegate, per seminar. Please note: this fee is non-refundable.

To book visit <http://bit.ly/rcookevents> or call Janev on 0208 394 6372.

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## Local Jobs

### **Bromley Mind – vacancies for Dementia Care Workers**

MindCare at Bromley Mind provides quality care for people with dementia in our specialist Dementia Centres and in clients' own home.

MindCare staff spend quality time with each and every service user, enabling you to build relationships and deliver more responsive and personalised care. You will be part of a highly skilled and motivated team, with help and advice readily available.

#### **Temporary Dementia Centre Worker**

£7.68+ per hr • 14 hrs per week (+ overtime) • Orpington • 6-month contract

#### **Bank Dementia Centre Worker**

£6.31 per hr • Variable • Beckenham and Orpington

Successful candidates will work as part of a team providing stimulating activities, refreshments and personal care for service users. Experience of working with clients with dementia and/or other vulnerable adults is essential, as are empathy and commitment.

Please contact Anne Diamond on 020 8289 3996 for an informal discussion about either role.

Closing date: 18th November 2009

For an application pack, email us at [personnel@bromleymind.org.uk](mailto:personnel@bromleymind.org.uk) or telephone 020 8249 5910

Visit our website at [www.bromleymind.org.uk](http://www.bromleymind.org.uk)

Successful applicants will be expected to undergo an enhanced level 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: 108297

### **Volunteer Centre Sutton - Requires a Good Practice Officer**

18 hours per week - £13,070 inc OLW (pro-rata- £26,140 full-time) = 3% employers pension contribution:

The Good Practice Officer will promote good practice in volunteer management throughout the borough of Sutton.

The ideal candidate will be a strong communicator with excellent training skills and good knowledge of the voluntary and statutory sectors. Good understanding of monitoring and evaluation and the ability to manage the administration of the project are also necessary requirements.

This post is initially for a 12-month fixed-term contract, with the possibility of further funding after that time.

Closing date for applications 9am Friday 13th November

Interviews at Volunteer Centre Sutton on Friday 20th November

Apply for information pack and application form in writing, by phone or email to: Sharon Sillitoe, Volunteer Centre Sutton, 31 West Street, Sutton SM1 1SJ.

020 8661 5908 or [ssillitoe@vcsutton.org.uk](mailto:ssillitoe@vcsutton.org.uk) . N.B. CVs will not be accepted

Volunteer Centre Sutton is committed to equal opportunities in employment and service provision.

### **Volunteer Centre Greenwich - Youth Volunteering Participation Officer**

Funded until March 2011

Salary Scale SO1 Point 29 £24331 plus outer London Weighting (£1732) per annum plus 5% Pension contribution - 35 hours per week.

This is an exciting opportunity to continue to develop Greenwich Young Volunteers, a young people led project for Volunteer Centre Greenwich. The post will support the creation of volunteering opportunities for young people 16-25, by empowering and supporting beneficiaries to develop their own volunteering project. This will culminate in the identification and showcasing of young talent in the local community.

Successful applicants will have experience of staff and project management, working with young people, networking with key partners and fundraising.

Previous applicants need not apply.

If you are interested in an application pack, please ring 020 8853 1331 or email

[info@volunteersgreenwich.co.uk](mailto:info@volunteersgreenwich.co.uk)

Deadline for receipt of applications: 12pm Monday 23rd November 2009.

Interviews will take place on: Thursday 3rd December 2009.

## **Volunteer Centre - Southwark V-led Good Practice Officer**

Salary: £22,920 FT

Location: London SE1

Closing Date: 26 November 2009

We are looking for someone with experience of working or volunteering with small, informal or volunteer led groups to run V-LED, a new and important project within Volunteer Centre Southwark. V-LED will turn traditional volunteer management upside down and make good practice accessible to volunteer-led groups for the first time. Southwark's voluntary sector is predominantly comprised of new, small and volunteer-led groups. They exist through involving volunteers yet can't access existing volunteer management support that is aimed at larger groups and doesn't meet their needs. V-LED will offer a creative, flexible approach to volunteer management and will find out how to best engage and help these groups. The project will include bespoke training, one to one consultancy, networking, resources and peer mentoring, all delivered in sessions at neighbourhood level.

V-LED will find how to help volunteer-led and run groups, including community, BAME, tenant, neighbourhood, faith and campaign groups, with a focus on those working with disadvantaged communities. Learning will be cascaded locally and nationally and be embedded in the Centre's future work so that it can meet the needs of the informal sector.

Based within our Volunteer Services Team you will lead on delivering this project. Funding through Capacity Builders has been confirmed until April 2011, and as such the project has a clear beginning, middle and end. This project will suit someone who is self-motivated, a good communicator and has experience from being in the sector from running, being a member of, or working to support the type of groups, we are looking to engage.

No CVs or Agencies

For further information go to: [www.volunteercentres.org.uk](http://www.volunteercentres.org.uk) or contact Yvonne Young on 020 74032936, [Yvonne@volunteercentres.org.uk](mailto:Yvonne@volunteercentres.org.uk)

## **Tower Hamlets - CVS Development Officer**

Ref No.CHE/2336

Grade (or salary if ungraded) £35,055 - £37, 851

Directorate: Chief execs

Section: Strategy & performance / third sector team

Location: 6th floor mulberry place

Perm / Temp: Temp until end 31st March 2010

Full / Part time: Full time

We know that the Third Sector plays a vital role in Tower Hamlets. Tower Hamlets Council is working with partners to create a thriving Third Sector in the Borough. Key to this is the Council's Third Sector Strategy, which sets out a range of activities across a number of areas, including establishing a Council for Voluntary Services (CVS). Tower Hamlets Council is keen to recruit someone to support the development of a new CVS for Tower Hamlets. The post-holder will be tasked with working with colleagues, both internal and external, to ensure the successful development of this new organisation.

This is a new and exciting opportunity for a Project Manager who has experience of working with a wide range of third sector and statutory organisations, and who has the ability to 'make things happen' in relation to the development working relationships between the Council, the Partnership and the Third Sector in Tower Hamlets.

This post would suit a short-term contract or secondment opportunity.

Closing Date: 13th November 09.

Interviews 19th November 09.

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## Funding News

### **Cohesion and Equality: guidance for funders**

All public bodies have a duty to promote race, gender and disability equality (though the current Equality Bill will introduce a generic single equality duty). The Equality and Human Rights Commission has published guidance for public bodies about how they can discharge their equality duties. It also looks at the implications for those public bodies providing funding to organisations. [Download the report](#)

### **Access to Volunteering - pilot fund opens**

The £2m Access to Volunteering pilot fund announced on 30th September will be open for applications on 16th November. To register an interest in applying, call the enquiry line on 03000 123 346.

The fund was announced 19 months ago in response to [Manifesto for Change](#), a report by the Commission on the Future of Volunteering, which said disabled people were under-represented in volunteering. The [Office of the Third Sector](#) recently announced that organisations in London, the west midlands and north-west England could apply to the pilot Access to Volunteering fund.

A consortium consisting of the [Charities Aid Foundation](#), the [RNIB](#) and consultancy [Digital Public](#) will manage the fund, and will distribute the first tranche of funding in December.

### **The Health Work and Wellbeing Challenge Fund**

The Health Work and Wellbeing Challenge Fund will offer cash to SMEs and local partnerships of trade unions, third sector groups, and public sector bodies to carry out new initiatives to boost staff health and welfare.

Run by the Department for Work and Pensions, the two-year scheme will give out grants ranging between £1,000 and £50,000 to deliver a range of activities including:

- Reducing stress and improving other mental health conditions
- Providing healthy activities
- Ensuring work-life balance
- Supportive management

The Great Britain-wide programme is open to applications from businesses that have been trading for less than two years and employ less than 250 staff. Bids are also welcome from local partnerships comprising trade unions, public sector bodies, and third sector groups.

Organisations are asked to submit an expression of interest “as soon as possible” to determine eligibility – they will then have until 31st December to complete a full application.

There is expected to be a second funding round next September for grants during the 2011-12 financial year. For further information about the programme, visit the Government’s dedicated [Health Work and Wellbeing website](#)

### **BizzFizz Support – tackling worklessness and increasing skills**

If you are looking at innovative ways to tackle worklessness and increase skills and enterprise in your community, a BizFizz project may be what you are looking for. BizFizz

provides help and support to individuals and organisations, including social enterprise, to raise funds.

If you would like to arrange an independent visit from a BizFizz team member, please call Tel: 07940 323 385. They will tell you more about BizFizz, give you a taste of how the programme will work and explain what you need to do to get a BizFizz project in your area. For more information, go to their website: [www.bizfizz.org.uk](http://www.bizfizz.org.uk) or contact an advisor via email:

- BizFizz National Co-ordinator - Natalia Fernandez, [natalia.fernandez@neweconomics.org](mailto:natalia.fernandez@neweconomics.org)
- BizFizz Programme Manager - Elizabeth Cox, [elizabeth.cox@neweconomics.org](mailto:elizabeth.cox@neweconomics.org)

Or write to New Economics Foundation, 3 Jonathan Street, London, SE11 5NH. Tel: 020 7820 6300 Fax: 020 7820 6301.

### **Free toolkit for social enterprise companies**

London Councils commissioned this guide to provide information on the processes involved in developing a successful, asset-based social enterprise. Based upon the experience of the charity [Training for Life](#), the interactive toolkit that can be dipped in and out of as necessary. It starts with a definition of social enterprise and identifies key success factors before moving on to look at some of the practical issues and considerations involved in asset-based development. As knowledge develops, the toolkit will be enhanced and added to over the course of the next three years. It can be obtained from Blueprints for Enterprise from the website:

[www.blueprintsforenterprise.com](http://www.blueprintsforenterprise.com). [Registration required.]

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## **Volunteer News**

### **Helping your volunteers achieve their 'personal best'**

The Volunteer Centre is working with Broomleigh Housing Association to identify volunteers eligible to undertake the 'Personal Best, Bromley' Programme.

Volunteers must be:

- Aged 16 or over

- A resident of the London Borough of Bromley
- Currently unemployed or economically inactive
- Currently hold lower than a full level 2 qualification (i.e. less than 4 GCSEs grade A-C)

The programme offers volunteers the opportunity to undertake a qualification in 'Preparation for Event Volunteering', personalised information, advice and guidance to access further training and everyone who successfully completes the qualification will be invited to interview as a games volunteer in 2012.

If any of your volunteers would like to find out more about Personal Best Bromley, please call Diane on 020 8315 1930.

### **Useful round-up of October's safeguarding changes**

NAVCA (National Association for Voluntary and Community Action), has rounded up all the key changes on Criminal Records, Vetting and Barring for staff and volunteers on one web page at [www.navca.org.uk](http://www.navca.org.uk).

### **Attracting younger charity trustees**

[Follow the research](#) the Charity Commission is carrying out to explore what can be done to attract more young people to become charity trustees.

### **Young People: are they good for nothing?**

National Young Volunteers' Service, v, has been making some [great videos](#) about young people doing positive things, as part of their Good for Nothing campaign.

[Reproduced from do-it newsletter November 5<sup>th</sup> 2009]

### **Changes to phone and email support from Volunteering England**

From 1st November, Volunteering England's phone and email information service became exclusive to its members. There are still useful resources on the web site,

[www.volunteering.org.uk](http://www.volunteering.org.uk), although again some of it is only for members.

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## Legal News

### Guidance on how to fulfil legal obligations under the Disability Equality Duty

As well as the general guidance for funders (see [Funding News](#)) the Equality and Human Rights Commission has published guidance on how it expects public authorities to fulfil their legal obligations under the Disability Equality Duty to deliver real improvements to the lives of disabled people. Download a copy [here](#).

### Age Equality in Health and Social Care

The Department of Health has published a review of age discrimination and age equality in the health and social care sector. It considers what health and social care organisations should do to ensure that people are not discriminated against by services because of their age. It looked at how to meet the new public sector equality duty in the Equality Bill.

The review analysed evidence about the nature, extent and variability of age discrimination in health and social care services and also what was already happening to tackle age discrimination and support greater age equality. The report is dated 22 October 2009. [Download a copy in PDF format](#) and the [accompanying annex](#) here. The Government intends to publish and consult on its response to the review's recommendations in December at the same time as a consultation on a resource pack designed to support implementation.

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## Best practice, resources and offers

### Help on offer to VCOs following changes at the Learning and Skills Council

The Third Sector National Learning Alliance is to assist voluntary sector providers and support organisations with the changes flowing from the transition of the Learning and Skills Council (LSC) into two new agencies, the Skills Funding Agency and the Young Peoples Learning Agency. Read more [about the levels of support](#).

## **How to improve educational outcomes for Gypsy, Roma and Traveller Pupils – research results**

The Department of Children Schools & Families has published the results of a research study on education for Gypsy Traveller children. Case studies were undertaken in ten secondary schools, five primary schools and five alternative education provisions across the country - selected from schools with Gypsy, Roma and Traveller pupils on roll in the autumn term 2007. [This report gives the findings and conclusions](#). Also, click here for [more information](#)

## **How to deliver better information and advice for older people**

'Creating a stronger information, advice and advocacy system for older people is a new report from the Joseph Rowntree Foundation (JRF). The solutions paper highlights recent work in Newcastle, which has developed ways of working with existing systems to make them more 'older person friendly', efficient, and effective for all concerned. Read the [JRF summary](#)

## **Communities for Health – examples of successful partnerships from across the UK**

Communities for Health is run by the Department of Health (DoH) and supported by the IDeA (the research and good practice agency for local councils). This report includes example community activities from over 80 local authorities aimed at encouraging people to change behaviour, and projects to strengthen local partnerships in tackling health priorities. [Download Communities for Health: Unlocking the energy within communities to improve health](#) [PDF, 183 pages, 3.4 MB] or go to the Department of Health website for more general information on the programme.

IDeA has published an accompanying document called 'Communities for Health: The story so far...' that gives a range of examples of local authority involvement in the programme, and this has influenced their strategic thinking about health, and the difference it makes to the communities they serve. Download [Communities for Health: The story so far... \(PDF, 16 pages, 713KB\)](#)

## **How to involve and support minority ethnic social enterprises**

The Social Enterprise Coalition has produced 'A Strategy for the Social Enterprise movement to improve the engagement and support of Black Asian and Minority Ethnic

(BAME) social enterprises'. Read more on this [SEC news item](#) and [download the strategy](#).

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## Financial Management

### Model constitution for setting up a small charity

The model constitution is designed specifically for charities that expect to stay small, and have an annual income under £5,000. It is not meant for charities that own a building, employ people or intend to register with the Charity Commission. Read more at the [Charity Commission website](#).

### Looking for a payroll service?

Payroll is a complex area and many groups have difficulties finding the time to manage their payroll around existing responsibilities. One solution is use a payroll service. If you are employing staff or sessional workers, you will need to:

- calculate Tax (PAYE) and National Insurance payments
- make Employers National Insurance Contributions
- ensure sick pay and maternity pay is paid to staff when necessary
- complete End-of-year returns to the Inland Revenue and give P60s to your staff
- keep records of what you have paid, and be prepared to give evidence of payments to the Inland Revenue if they request it

Voluntary Action Lewisham (VAL) provides a payroll service that will do all of the above for you. Contact Lydia Abu on 020 8314 6362 or Tayo Ojulari 020 8314 9411 for more information. Alternatively, [visit the website](#).

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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](http://www.communitylinksbromley.org.uk)

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## **Sources**

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