

MP Dr Sarah Wollaston visits South Hams CVS & Volunteer Centre



Staff and trustees gathered to meet Dr Sarah Wollaston MP at South Hams CVS office in Totnes. The meeting was informal and friendly and was an excellent way to meet our local MP. A number of important and current topics were brought up including C.R.B checks for volunteers and the issues of Community transport. Both of these subjects the MP said she would give her attention to with the possibility of raising them in the House of Commons.

The meeting also gave us an opportunity to voice the real concerns of grassroots organisations. We feel it is extremely important that we feed into current government proposals affecting the voluntary service.

All who attended enjoyed the meeting and look forward to working together in the future.

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Please send your articles for inclusion in
January - March 2012
DEADLINE:
December 16 2011

We reserve the right to edit submissions.

Voluntary Vine

October–December 2011



The newsletter of South Hams Community and Voluntary Services

Stop Press – National Trustees' Week 2011 and Make a Difference Day 2011

CSV Make a Difference Day 2011 is taking place on Saturday 29th October, this year's special focus is how volunteers can tackle loneliness and isolation. The day provides thousands of people across the country with the opportunity to try out volunteering. If your organisation would like to get involved and perhaps organise it's own activities for the day, check out the website for ideas, inspiration and a free action pack with t-shirts, posters, stickers and certificates: www.csv.org.uk/campaigns/csv-make-difference-day Or call 0800 284 533.

Trustees' Week 2011 is just after, taking place on October 31 - November 6 It's an annual event to showcase the great work that trustees do and highlight opportunities for people from all walks of life to get involved and make a difference. If you are interested in recruiting trustees or are considering volunteering your time as a trustee, please contact us here at the South Hams Volunteer Centre. South Hams CVS will be organising an event in November to attract new people to trusteeship - for details on the venue and date please contact the CVS office.

Coming up around the South Hams



South Hams Voluntary Sector Forum

Tuesday 15 November
Watermark Ivybridge
10:00 to 12:30
followed by a light networking lunch until 13:30

Trustee recruitment event

Tuesday 1 November
6pm-8pm Totnes
Contact the CVS office for further details

Chairing Meetings Effectively

Friday 25 November
South Hams CVS
Follaton House, Totnes
Contact the CVS office for further details

Inside this edition of Voluntary Vine

- ◆ **Funding Extra**
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- ◆ **Training Extra**
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Disclaimer

South Hams CVS cannot accept responsibility for any errors or omissions. Whilst every effort has been made to ensure details are correct, we cannot endorse events or items mentioned in this newsletter.

South Hams CVS is a member of the National Association for Voluntary & Community Action (NAVCA), the National Council of Voluntary Organisations (NCVO) and Volunteering England (VE)

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Citizens Advice are looking to reduce individual debt in the South Hams

Debt is the number one issue advised on by Citizens Advice across the UK and South Hams CAB has seen its own share of the number of debt enquires double in the last ten years. The bureau, based in Totnes and with outreach offices throughout the South Hams, has secured funding to provide a more proactive and preventative approach to help people manage their finance either directly or by advising and offering free training to other organisations whose front line workers provide support within our community.

We aim to give one to one sessions to help individuals understand their current financial circumstances and develop their own knowledge, skills and confidence to make appropriate decisions about borrowing and saving, banking, housing issues and welfare benefits. Group sessions are tailored to the needs of the group such as front line workers, families and parents, young people, older people, migrant workers, foreign students, tenants, people with learning difficulties and to the general public. They usually focus on the broader issues of financial management. For example, a session with a group of expectant mothers might cover basic household budgeting, whilst coping on a lower income with increased outgoings, and how to claim appropriate benefits.

With your help, South Hams CAB aim to make a difference to people's lives by building their financial confidence and competences, improving their access to welfare services and maximising income. Workshops can be provided to include dealing with bills, managing money, choosing credit, accessing debt advice and banking. If you are interested, or believe a group would benefit, please email admin@southhamscab.org.uk or write to us at South Hams CAB, Follaton House, Plymouth Road, Totnes TQ9 5NE

Devon Voluntary & Community Sector Mentoring Scheme

A new scheme offering 1-2-1 support to frontline groups in Devon. Mentoring can support you to improve skills, performance and address management issues. Mentoring is a supportive relationship with an experienced manager and/or business professional. Providing guidance, encouragement and inspiration to help you tackle a wide range of issues. If you want to find out more, contact Beverly Jones, Total Support on 01626 215916

Open University course materials for sector managers

CharityWise is a collection of Open University materials online (with no charge) at www.open.ac.uk/blogs/CharityWise/ for people who are responsible for leading and managing small charities and voluntary and community organisations. Ten Openlearn Units have been tailored for Charity Wise, direct link www.labspace.open.ac.uk/mod/resource/view.php?id=449912

Clarifying status of volunteer 'taxi' drivers

The Department for Transport has produced new guidance on its view of what is, and what is not, a private hire vehicle, to assist local licensing authorities. One area which is clarified is that volunteer drivers, only collecting expenses, shouldn't be treated as mini cabs. From www.dft.gov.uk/publications/phv-guidance-note

Newton Ferrers Reading Room

Newton Ferrers Reading Room are delighted to announce, that the Fisherman's Cottage has now been successfully restored. It was officially jointly opened on 4th May 2011, by Councillor Suzi Cooper, and John Young, Chairman of the Parish Council. The work was partly funded from club funds, and partly granted by the South Hams D.C's. Sustainable Community Locality Fund.



We now have these two splendid rooms available, and ready for use. Each measures in excess of 3.25 x 3.25 metres square, with independent and secure access. There is a linking door, via the Reading Room, to the washroom area. The Committee would now like to invite expressions of interest and / or suggestions for the rooms future use.

All submissions to Peter Sizer, Treasurer, on behalf of Newton Ferrers Reading Room Committee, c/o 106 Court Road, Newton Ferrers, Devon, PL8 1DD. Thank you.

Down Thomas Silver Jubilee Hall

The Down Thomas Silver Jubilee Hall has just opened its new and impressive kitchen, the first major project for twenty five years. This work is in no small way due both to the efforts of the local community fundraising efforts and the generous support of The South Hams CVS. Together with other generous benefactors the community is now enjoying the first phase of a planned facelift of this unique building. The reaction of the local community so far is one of tremendous plaudits and our thanks must go to all those who contributed so generously. The future is, indeed, looking bright in Down Thomas.



Chapel Place Community Centre – Reveal the Wall



A project to raise enough funds to remove the disintegrating plaster from the west wall of Chapel Place along with many other areas in the building was launched in September 2009. They made a successful application to the Big Lottery Fund early in 2010 who gave a grant of £9235 a fantastic start to the project. The whole building was repaired and re decorated with the total cost for the project being £12,000. The balance was raised with grants from Devon County Council and South Hams District Council along with donations from members of Ivybridge Community Association and local business.

The work is stunning and a celebration cream tea was held on the 17 September 2011 to mark the completion, Gary Streeter MP attended and presented a plaque from the Big Lottery. This event coincided with the 150th birthday of the building so a real party atmosphere was enjoyed by councillors, members of the Community Association and supporters of the project. They continue to be grateful to all who use Chapel Place and support them in the work they do.

TRAINING extra

SOUTH
HAMS
CVS

October – December 2011

All the latest training

British Institute of Human Rights 'Making Human Rights Happen'

This **free** event, which is part of a nationwide tour, will celebrate the Human Rights Act, look at how human rights relate to the Coalition's plans, and address human rights issues both nationally and specific to each region that they visit.

At Plymouth Guildhall on Monday 21 November

Email: info@bihr.org.uk Tel: 020 7549 0550 Website: www.bihr.org.uk



Skills for Change

The Learning Curve will be holding a **free** event for those interested in finding out how to become an effective delivery partner through sub contracting.



The session will address the following:

- What is a delivery partner?
- How do I find out about current sub contracting opportunities?
- A sub contractor's perspective
- Is sub contracting the way forward for my organisation?
- Is my organisation ready for sub contracting?
- What do I need to do next?
- Who should I contact in my area?

In addition, Tim Ward, CEO, The Learning Curve, will provide an update on current sub contracting requirements and a local sub contractor will share their experiences with delegates.

At Mint Methodist Church, Fore Street, Exeter on 19 October,
For more details and to book a place, visit: www.learningcurve.org.uk or telephone: 01225 792500

Introduction to Campaigning Workshop

This one-day introductory level workshop is designed to equip individuals and voluntary organisations with the skills to bring about change at a local or national level.

At Engage Plymouth, St Levan Road, Plymouth on Friday 14 October

For more information, Email: mustafa.korel@smk.org.uk Tel: 020 7697 4043
Website: www.smk.org.uk.



The workshop is £10 per individual (lunch and refreshments are provided on the day)

Active Citizens – Locally Engaged and Globally Connected

A unique opportunity for you to take part in an exciting local project with an international focus - offering you both a personal and community experience

At Belmont Chapel, Western Way, Exeter on 28, 29 October, 3, 4 & 11 Nov. 9:30am – 5:00pm

Cost: **free** - for more information please contact Von Mathieson,

Email: von.mathieson@exetercvs.org.uk Tel: 01392 202055

Website; www.exetercvs.org.uk/learning



Child Protection Training

This Group 2 (formerly Level 2) training is available for youth workers (paid and unpaid) within the voluntary and community sector across Devon to ensure that they are all working to a professional standard and are able to meet the needs of the young people they work with. The one day course aims to define child protection, looks at signs of abuse and neglect and provide information on reporting strategies. The course will help you recognise and know what to do if you believe a child is at risk.

Barnstaple, Christ Church on Sat 15 October

Newton Abbot, Teignbridge District Scout HQ on Sat 5 November

Tiverton, Youth and Community Centre on Sat 3 December

Exeter, YFC Centre on Sat 28 January 2012

All workshops run from 9.00am to 5.00pm and cost £20 per candidate for member organisations and £40 per candidate for non-members.

(refreshments will be provided during the day but please bring your own lunch)

Contact Voluntary Youth Services (Devon) Tel: 01392 250976

Email: admin@vysdevon.org.uk Website: www.vysdevon.org.uk



First Aid Training

The YMCA offers a 1 day course for £35 as well as the whole suite of other first aid courses. The training is very flexible, for example, although the Paediatric First Aid is a 12 hour 2 day course, they can deliver it over a number of smaller sessions to suit a group's needs. The Training can also take place at the group's own premises.

For more information please contact Peter Bowles on 01803 551578

Email: pete.b@ymcasouthdevon.org.uk



Are you receiving our fortnightly Training E-Bulletin, available free to South Ham CVS members?

For more information contact Graham Macey at South Hams CVS.

Tel: 01803 862266 Email: graham@southhamscvs.org.uk

New Statutory Guidance

The Government wants to encourage public agencies and civil society to collaborate more, including greater involvement for voluntary and community organisations, as well as small businesses in the running of public sector services.

In September 2011 the Department of Communities and Local Government published new Best Value Statutory Guidance for use by Councils.

The guidance sets out some reasonable expectations of the way authorities should work with voluntary and community groups (and small businesses) when facing difficult funding decisions. It allows them the flexibility to exercise appropriate discretion in considering the circumstances of individual cases, without trying to predict every possible variable. It gives a new, clear prominence to requirements on dealing with the voluntary and community sector and small businesses, helps build the confidence of these organisations in holding public agencies to account, and is explicit about the scope for Best Value authorities to consider social value in their functions. It does not replace Local Compacts between local authorities and the voluntary and community sector.

Best Value Guidance

1. Best Value authorities are under a general Duty of Best Value to “*make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.*”
2. Under the Duty of Best Value, therefore, authorities should consider overall value, including economic, environmental and social value, when reviewing service provision. As a concept, social value is about seeking to maximise the additional benefit that can be created by procuring or commissioning goods and services, above and beyond the benefit of merely the goods and services themselves.
3. To achieve the right balance – and before deciding how to fulfil their Best Value Duty – authorities are under a Duty to Consult representatives of a wide range of local persons; this is not optional. Authorities must consult representatives of council tax payers, those who use or are likely to use services provided by the authority, and those appearing to the authority to have an interest in any area within which the authority carries out functions. Authorities should include local voluntary and community organisations and small businesses in such consultation. This should apply at all stages of the commissioning cycle, including when considering the decommissioning of services. In the interests of economy and efficiency, it is not necessary for authorities to undertake lifestyle or diversity questionnaires of suppliers or residents.

Cont...

4. Authorities should be responsive to the benefits and needs of voluntary and community sector organisations of all sizes (honouring the commitments set out in Local Compacts) and small businesses

5. Authorities should seek to avoid passing on disproportionate reductions - by not passing on larger reductions to the voluntary and community sector and small businesses as a whole, than they take on themselves - and in particular:

- An authority intending to reduce or end funding (where 'funding' means both grant funding and any fixed term contract) or other support to a voluntary and community organisation or small business should give at least three months' notice of the actual reduction⁵ to both the organisation involved and the public/service users.
- An authority should actively engage the organisation and service users as early as possible before making a decision on: the future of the service; any knock-on effect on assets used to provide this service; and the wider impact on the local community.
- Authorities should make provision for the organisation, service users, and wider community to put forward options on how to reshape the service or project. Local authorities should assist this by making available all appropriate information, in line with the government's transparency agenda.

Source: Communities and Local Government, Best Value Statutory Guidance

Devon County Council, Adult Social Care Market Position Statement

Devon County Council have published their market position statement for Adult and Social Care. The document sets out their current understanding of social care need, service patterns across the county and updates the interim position statement published in September 2010. Over time, it will become a vital reference point for all those who play a part in social care in Devon and is aimed at both existing and potential providers but will also be of value to those who are interested more generally in the future of local social care markets.

The document contains many references to the voluntary and community sector and acknowledges the added value of voluntary and community sector organisations. It states (amongst other things) that there will be:

- co-production – involving communities in the design of services and other responses
- responding to community-led planning (for example, where a community has a plan, developed with clear evidence of the participation of local people, like a town or parish plan and where it wishes to develop solutions to improve health and wellbeing).
- encouragement of a robust voluntary and community sector infrastructure that can reliably deliver services and other opportunities

A copy of the statement can be obtained from 0845 1551 007 or online at www.devon.gov.uk/market-position-statement



High days and Policies

The summer holidays are over and the daily grind begins afresh. For those lucky ones who manage a 'clean desk' policy, it is a fresh start. For others, it means returning to a desk as full as when you left it; often the sheer effort of getting everything done before going away is exhausting and you wonder was it worth it. But in the end we all benefit, not just from the change of scene or routine that a holiday brings but from the chance to sit back and think.

TOZERS

And so it is with charities. Trustees and Chief Executives and other senior staff sometimes need to take time out to really think about where they are heading. Even for small charities, an 'Away Day' – away from the office and the phones – can do wonders, and if it can include a meal together and perhaps something to make it convivial then you will reap the rewards.

These include: some 'blue sky' thinking, better and more creative partnerships and perhaps the chance to take a good look at the policies that tell the public what you are about and which – let's face it – may help protect you if you are unlucky enough to experience, as I have, a tragic accident in your charity's operations.

To take just one example - Corporate Social Responsibility ('CSR', whereby companies try, with their staff, to contribute to a 'better society and a cleaner environment'): when asked for their CSR policy, some charities say 'we are a charity', as if that says it all. But funders and public bodies increasingly want you to tick those boxes. And, if you are a company, that will show that you take seriously the legal duty to have regard to the interests of your employees and the impact of your operations on the community / environment. It could mean the difference between success and failure in a tender for a public service contract. So get writing!

Talking of paperwork, the **Charities Bill** has at last passed House of Lords committee stage so is nearing the statute book. But don't worry; there will be no legal changes as it will simply bring together all existing charity legislation – making it easier for us lawyers! The charity law review starting this autumn is not expected to bear fruit before late 2015.

For further information see our website: www.tozers.co.uk – solicitors for business/charities

Employers can take steps now to prepare for 2012's pensions reforms, says Katrina McKeever

Key points of the Pensions Act 2008:

- The Pensions Act will take effect from 2012 and will be gradually introduced depending on employers' size.
- All employers must offer a qualifying workplace pension scheme and automatically enrol eligible employees. Those who do not must enrol staff into the system of personal accounts, which will be launched to provide access to a lost-cost pensions vehicle.



- At least 8% of an employee's qualifying earnings must be paid into a pension, which is made up of 3% employer contributions, 4% employee contributions, and 1% tax relief.
- Staff will be allowed to opt out of schemes, in which case, employers will no longer be liable for paying employee contributions.
- Employers will be able to self certify that their existing workplace pension schemes meet the minimum requirements set out by the act.

How to prepare for October 2012

- Decide which type of pensions provision to make for staff from 2012 - personal accounts or an existing scheme.
- Examine existing pension schemes to determine if they will meet the minimum requirements set out by the act.
- Consider the cost impact of the compulsory 3% employer contribution.
- Ensure payroll and HR systems are able to cope with the extra administration.

For more information goto: www.employeebenefits.co.uk/item/8415

National minimum wage increases to £6.08 per hour

The main rate of the national minimum wage rises from £5.93 to £6.08 per hour. The development rate increases from £4.92 to £4.98 per hour, the rate for workers aged 16 to 17 from £3.64 to £3.68 per hour, and the apprentice rate from £2.50 to £2.60 per hour. The draft National Minimum Wage (Amendment) Regulations 2011 can be viewed on the UK legislation website.

Vetting and barring scheme introduced

Following the review of the criminal records regime and Vetting & Barring scheme, the CRB is now planning for the introduction of a number of significant changes to the way they operate. They will also be reviewing how they deliver the services to their customers. One of the biggest changes will be the formation of a new organisation to be known as the Disclosure & Barring Service (DBS). The DBS will be created from the merger of CRB & the (Independent Safeguarding Authority) ISA & will be a Non-Departmental Public Body. This transition is not anticipated to impact on the day to day delivery of criminal record certificates by the CRB.

Parental leave increases from three to four months

The minimum parental leave following the birth or adoption of a child increases from three to four months. At least one of the four months will not be transferable between parents. Member states have until 8 March 2012 to bring this into force.

Good governance: A code for the voluntary and community sector, originally published in 2005, was issued in a revised and much clearer version in October 2010. The revised code follows the same basic principles as the original code but is intended to be easier to understand and applicable to a wider range of organisations, emphasising the importance of understanding why good governance matters. The code says that boards should provide good governance and leadership by following six "high level principles": understanding their role, ensuring delivery of organisational purpose, being effective as individuals and as a team, exercising effective control, behaving with integrity, and being open and accountable. Each principle is followed by a few bullet points illustrating what it means in practice, with supplementary material providing more detail.

The full code (26 pages) and a summary (16 pages, but in very big print and with lots of white space) can be downloaded at www.goodgovernancecode.org.uk.