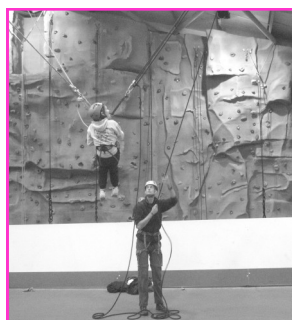


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Carewise drop ins at Ilfracombe, Barnstaple, Bideford & Holsworthy, have continued to be popular with young carers, giving them some time with other young carers, after school, when they can talk together, play games, use computers, be creative with arts and crafts, and have trained adult volunteers and staff in case they need to discuss issues which have arisen



in the previous couple of weeks. Above are some photos from a residential weekend at Calvert Trust on Exmoor, and fun Go Karting in Barnstaple.

Young carers have also attended a bowling and karaoke event which was enjoyed by all, and will soon be off the to Eden Project for some tropical temperatures! Another trip to Crealy is also coming up, by popular request.

At the end of February, Carewise joined other projects in promoting our services to siblings of those with disabilities. This was held at the Milky Way, and a good number of families made enquiries about help for brothers and sisters of young people with a disability. It was an enlightening and interesting few hours, and great to meet the families, some of whom had young people who were already members of Carewise.

Carewise volunteers had an interesting training session on "Listening" – a very valuable subject, especially for mentors and those working with young people. Training for volunteers on Internet safety and Facebook is taking place next week.

In addition to planning the next few activities, project workers are already preparing for the Young Carers' Festival to be held near Southampton, in June.

Carewise supports young people in North Devon who care for ill or disabled family members. For more information on the project or volunteering please call the team on 01237 479380 or [enquiries@carewise.org.uk](mailto:enquiries@carewise.org.uk)

take part south west

## Active Learning for Active

### Citizenship - Taking a Lead in Your Community

The group reconvened in February to continue the learning programme 'Taking a Lead in Your Community' slightly later than planned due to the unforeseen bad weather during January. The last three sessions focused on developing skills on influence and campaigning with the opportunity to look at how a newspaper story was put together as well as learning key techniques for getting information about their activities in local media.

One of the aims of the programme has been to encourage local people to become more active in their community and a celebration event was held at the end of February for all who had taken part to reflect on what they had learnt during the programme and to explore their plans on how they intended to become more active. Plans included

- Standing for District Councillor in the local May elections;
- Opportunity to join the Neighbourhood Board in East the Water as a resident representative;
- Joining local sustainability group to campaign for sustainability to be taken into account in local decision making.

If anyone is interested in finding out more about this programme or are interested in becoming more active in their local community then contact the team on 01237 420130 or email [administrator@torridgecvs.org.uk](mailto:administrator@torridgecvs.org.uk)



## Volunteer Activity Management Programme

Since this programme began in September 2009 just over 100 voluntary and community groups across Devon have benefitted from one to one support with the day to day management of their volunteers including:

- Toolkit 'A Handy Guide-Supporting Your Volunteers' providing the answers to the most common questions about volunteer management
- access to low cost training
- the development of volunteer manager forums (including the first on-line network of volunteer managers in North Devon and Torridge)
- help with volunteer policies
- the recruitment and retention of volunteers
- access to national qualifications in volunteer management (including bursary funding)

A range of celebration events have been held for trustees and volunteer managers providing valuable networking opportunities and the chance to hear from local and national speakers on the subject of volunteer management. To find out more please contact 01237 420130 or email [administrator@torridgecvs.org.uk](mailto:administrator@torridgecvs.org.uk)

## TorrAGE



The Big Lottery funded TorrAGE Neighbourhood Links project has been continuing to work with a volunteer committee in **Holsworthy town** to set up a new group to support older people. The committee have now agreed a name – Holsworthy HELP (Helping Elderly Local People) – and a volunteer has designed a logo for the group. A survey has been sent out in the Admart to find out what support older people in the town need. Once the survey results have been collated the group will be able to identify what kind of social activities older people in the town would like.

The project is also setting up a group on **Londonderry Estate** in Bideford, and will be working closely with the new Neighbourhood Watch scheme being established in the area. Volunteers have been busy delivering leaflets around the estate to identify older people who require support.

The **Northam** group are still holding regular coffee afternoons, on the 4<sup>th</sup> Wednesday of every month at 2pm at the United Community Centre in Morwenna Park, Northam. Recent activities at the coffee afternoons have included a talk from Reverend John Ewington about his experiences working in Papua New Guinea and a slide show about Italy. The project has also been working in partnership with Taw and Torridge Caring to arrange a series of reminiscence activities at Northam Hall.

The **Torrige Volunteer Garden Service**, established as part of the project, has held a volunteer induction/update day, and volunteer gardeners will once again be available from April to provide basic gardening support to older people. The service, which began operating last year, has been very successful and there has been a high demand for gardening help. Feedback from the first year was very positive, with many people who used the service reporting that the help of the volunteers has made a significant difference to their quality of life.

Neighbourhood Links will be starting work in **Hartland** over the next few months, and the project staff are currently also identifying communities for the third year of the project. If you would like to find out more about the Neighbourhood Links project please contact Anna or Linda on 01805-622666.



## Taw & Torridge Caring

TTC will be taking a trip down memory lane in Northam during April as we are inviting people over 60 and people with memory problems and their carers to three reminiscence sessions. It will be the chance to share memories and hear from others what they were doing in years gone by.

The first session will focus on childhood – remembering your favourite sweets and the games you played. The second session will take a look at working life – your first job, your workmates and any funny stories. As the third session is on the eve of the royal wedding, we'll be thinking of Kate and William while we look at your family wedding photos and recall other royal weddings.

The sessions run on the 14<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup> April from 10am to 12pm at Northam Hall, Northam.

We are also building a resource library so that we can have stimulating items that carers or sitters can use to interest the person they care for. If you have any unwanted old items or memorabilia that we might be able to use then please get in touch!



## TTC Memory Cafe Development

TTVS has recently been awarded a grant from the Santander Foundation to help develop Memory Cafes in the Torrige District. The grant, along with contributions from other local funders, including Cllr Miranda Cox, will be used to set up and develop memory cafes in Holsworthy and Northam and to support the Torrington cafe.

Memory Cafes are a free amenity for people experiencing memory problems and their families. The cafe's provide a friendly, informal and relaxed atmosphere for visitors to drop by, enjoy a cup of tea/coffee and some cake, and meet other people in similar circumstances to themselves. Above all else, the cafe offers a listening ear and a couple of hours break from the regular day's routine. Visitors have the opportunity to talk with members from the healthcare team, and to get advice, information and support about living with dementia.

The Torrington Memory Cafe will now be held in the Gallery room of the Plough Arts Centre on the second Thursday of each month, with the next cafe being 14<sup>th</sup> April from 10-12pm. The Northam Cafe at Northam Hall, will be opening it's doors for the first time on Friday 15<sup>th</sup> April, 10-12pm. Venue and dates for the Holsworthy Memory Cafe are to be announced shortly.

If you would like to find out more about the Memory Cafe in your area, please contact Emma on 01237 420136, email: [ebaldwin@torridgecvcs.org.uk](mailto:ebaldwin@torridgecvcs.org.uk).

## Learning Disability Carers Service

Looking forward to what the Learning Disability Carers Service can offer over the next three months is really quite exciting! So far a BBQ and open day at the Wholelife project is planned for August open to family carers and their cared for as well as a Carers walk with a paid lunch at Westward Ho!

Cont.....

# TTVS Projects

Over the summer months it is hoped that a carers group will be launched in Hatherleigh to help support carers in the general locality of Holsworthy, Tiverton, Crediton, Torrington and Okehampton at the newly developed Madewell Farm.

The usual groups in Bideford, Barnstaple, Okehampton and the County Carers groups continue to be well attended although new carers are always more than welcome. Carers benefit from information, practical support and social events.

As well as the exciting summer social events this Spring, a Spring Bop is being held in Barnstaple. This is again for family carers and cared for 14 years plus. A disco, food and a quiet sensory area will provide a good atmosphere for people to get together and socialise and have a boogie!

For further details of any of these events or local carers groups in your area please call Laura Clements on 07944562808 or 01237 420 137, or [LauraC@torridgecvs.org.uk](mailto:LauraC@torridgecvs.org.uk) or <http://www.devonlearningdisabilitycarers.org.uk>

## Facing the Future

TTVS, in partnership with North Devon Voluntary Services (NDVS), has begun the delivery of a low cost programme of support for local groups funded by Leader 4. Over the last few months the project has offered training in manual handling and volunteer recruitment and retention, has run two information and training events providing support for groups wrestling with new health structures and commissioning frameworks and has provided intensive health checks and support plans for 8 groups. The project offers a range of ways for groups to get the training and support they need:

- **A bursary scheme for training** - 50 bursaries are

available of up to £50 each for groups who wish to attend training courses taking place outside Northern Devon.

- **Locally delivered courses** – a broad range of training courses will be run in Northern Devon at a highly subsidised rate.
- **Bespoke in-house/specialist training or support** - between 4-8 hours of specialist or bespoke training/support that responds to individual organisational issues.

The training programme for this project is updated regularly in response to emerging needs, but for details of training available over the next few months, please see 'Inside Training'. If you are interested in benefitting from the project and/or need further information, please contact Jenny Fish on 01237 420 131.



## Walking for Health

TTVS in partnership with North Devon's Biosphere Reserve is co-ordinating Natural England's walking for health scheme in Torridge. There are currently two walking for health groups offering different level walks around Holsworthy, Bideford, Northam and Great Torrington with all walks making the most of the beautiful surroundings in Torridge including our coastal areas, local woodlands and lakes. All our walks are led by trained volunteer walk leaders and provide an excellent social opportunity with all walks ending with a cuppa and refreshments at a local venue. TTVS has just completed our first walk leader training in Torrington with 8 new walk leaders trained and planning new walks in both the Bideford and Torrington areas. All walk leaders receive on-going support from TTVS and meet at least four times a year to plan walk programmes. TTVS are looking to expand our range of walks and would be particularly interested to hear from local groups who would like to develop a walk and add interest to them eg, local history, sustainability, the arts. For more information contact 01237 420 130 or email [administrator@torridgecvs.org.uk](mailto:administrator@torridgecvs.org.uk)



## Voluntary Voice – Spring 2011 update

The Voluntary Voice representation project has been very busy keeping track of changes in local authorities and the health service, to identify opportunities for groups within the voluntary and community sector (VCS) to have their voice heard.

Of particular interest are discussions with the northern locality of the NHS to find ways of involving the VCS to help them to meet their objectives. Several new partnerships are likely to be created and trialled over the next year and there may well be opportunities for representatives from the sector to take part in shaping decisions. We are hoping to make partnership between the NHS northern locality and the VCS a model of good practice. If representative roles are identified, all health related organisations registered with TTVS will be notified.

In April, we plan to launch a Voluntary Voice information page on the Devon Consortium website. There will be an online forum for VCS representatives across the county to share experiences and ideas, and information about:

- key partnerships across the county and current VCS representatives
- when elections are being held and how to take part
- training opportunities to improve influencing, representative or partnership skills.

**For more information about Voluntary Voice**, phone 01237 420133, email [representation@torridgecvs.org.uk](mailto:representation@torridgecvs.org.uk) or visit [www.devonconsortium.net](http://www.devonconsortium.net).

dacvs :: local focus :: county voice  
strengthening local voluntary and community action in Devon





**The Northern Rock Foundation has revealed that £8 million is available for distribution this year, with a tighter focus than previously.**

The five main grant programmes are:

- Enabling Independence and Choice: with a particular focus on older people, people with mental health issues, people with learning disabilities and carers.
- Safety and Justice for Victims of Abuse: with a particular focus on children and adult victims of domestic and sexual abuse and sexual exploitation.
- Changing Lives: with a particular focus on young offenders and young people in the

criminal justice system, people with drug and alcohol misuse issues and refugees and asylum seekers.

- Managing Money: with a particular focus on assisting people with low incomes to effectively manage their finances and access financial services.
- Having a Home: with a particular focus on homelessness and young people.

[www.nr-foundation.org.uk/tn\\_home.html](http://www.nr-foundation.org.uk/tn_home.html)

Email: [generaloffice@nr-foundation.org.uk](mailto:generaloffice@nr-foundation.org.uk)  
Registered Office: The Old Chapel, Woodbine Road, Gosforth, Newcastle  
Tel: 0191 284 8412  
Fax: 0191 284 8413 Minicom: 0191 284 5411

## Wessex Youth Trust



Funding is available for projects that provide opportunities to help support and advance young people. The Trust supports registered charities and self-help groups that work with young people.

Preference is given to pump-priming projects for development and more extensive initiatives. Average grant is between £2,500 and £5,000. Applicants must show what other sources of funding have been sought and secured. There are two annual deadlines: 1 May and 1 November. Contact Details: Mrs Jenny Cannon Farrer & Co 66 Lincoln's Inn Fields London WC2A 3LH. Tel: (020) 7242 2022 Fax: (020) 7242 8999



## ANDY FANSHAWE MEMORIAL TRUST

This charity was set up in memory of Andy Fanshawe, one of Britain's leading mountaineers at the time of his death in 1992. The Trust exists to fund projects that give disadvantaged young people the opportunity to experience the great outdoors and help with project costs, e.g. hiking trips, outward bound courses, climbing walls. No minimum and maximum levels of support are outlined by the Trust, instead,

each project will be judged and awarded on merit. Although not a specified requirement, applicants should show what other support has been secured. The Trust does also occasionally fund an individual the committee feels would benefit from support, particularly if they have a referee. The Trust funds organisations such as schools and youth groups in the UK. Applications can be made at any time. Contact: Ed Douglas, at 181 Abbeydale Road South, Sheffield, S7 2QW.

[www.andyfanshawe.org](http://www.andyfanshawe.org)



The Big Tree Plant has been launched by the Department for Environment, Food and Rural Affairs in partnership with the Forestry Commission, civil society partners and conservation organisations.

The aim is to support community, not for profit, groups to plant one million trees in towns, cities and residential areas throughout England over the next four years (2011 to 2015). Grants of between £500 and £25,000, for up to 75% of costs, are available. See website: [www.forestry.gov.uk](http://www.forestry.gov.uk) Tel : 01392 832262 (S.West Region)

# Inside Funding



Grants for up to £10,000 for children in need.

BBC Children in Need are inviting not-for-profit organisations (including registered charities, voluntary organisations, schools, local authorities, churches, social enterprises, community interest groups, universities etc) working with disadvantaged children and young people 18 years and under to apply for grants of up to £10,000 through their grants schemes.

BBC Children in Need run two grant schemes:

- Small Grants of £10,000 or less per year for up to three years
- Main Grants over £10,000 per year for up to three years.

BBC Children in Need can only fund projects that focus on the differences made (outcomes) to the lives of disadvantaged children and young people. Previous projects supported include:

- Women's Aid West Cornwall which received a grant of £83,250 to provide support for young people and parents who have experienced domestic abuse.
- Beechwood Special School in Aberdeen which received a grant of £2,621 to enhance the life skills of children from Aberdeen with additional support needs by providing a residential trip to an Outdoor Activity centre.

Grants can be used to cover both, capital and revenue costs. The deadline for applications is the 15th April 2011.

[www.bbc.co.uk/pudsey/grants/general\\_grants.shtml](http://www.bbc.co.uk/pudsey/grants/general_grants.shtml)

Tel: 01752 234588 (South and West)



Children Today awards grants for a wide range of equipment for children and young people with disabilities. Eligible

equipment includes: powered, manual and sports wheelchairs; specially adapted tricycles, bicycles, buggies, and walking aids; and specially designed sensory equipment i.e. Fibre Optic Sprays.

There is no upper or lower limit of grant specified in the sponsor's guidelines, individuals with a disability up to 25 years of age are considered.

Applications can be made at any time

[www.children-today.org.uk](http://www.children-today.org.uk)

Tel: 01244 335622



## The Ernest Cook Trust

Grant for UK-based educational projects in the fields of the countryside and environment, environmental research and the arts, crafts and architecture.

Small grants of under £4,000 and large grants of more than £4,000 are available.

All applications are expected to link in with either the National Curriculum or with recognised qualifications. Registered charities, state schools and not-for-profit organisations. Applications may be made at any time.

[www.ernestcooktrust.org.uk](http://www.ernestcooktrust.org.uk) Tel: 01285 712492



Devon Community Foundation believes that local people are best placed to see what needs doing in their local community and to do something about it.

That could mean anything from setting up a youth group on your local housing estate to running a lunch club for isolated elderly residents; or from tackling the needs of the homeless in your area to improving the local environment.

The voluntary and community groups they support give those who are vulnerable, disadvantaged or disabled a hand-up not just a

hand-out. Helping people to achieve things they never dreamed they could and making our communities better and more caring places for everyone.

Grants have supported everyone from young carers to children with disabilities and from ex-offenders to those with mental health problems. From pre-schools in isolated rural areas to sports clubs in run-down urban areas - to name but a few. Working with you, they aim to change lives through providing purpose, meaning and respect for all members of our communities - whatever their background or circumstances. Tel: 01884 235887 [www.devoncf.com/contact-us](http://www.devoncf.com/contact-us)

# Inside Funding

## THE EQUITABLE CHARITABLE TRUST

Grant funding for educational projects that benefit disabled/disadvantaged children and young people under the age of 25.

Project (revenue) costs, capital expenditure, equipment and/or salary costs for a post. The size of grants made is typically between £2,500 and £30,000, with most being for sums of between £5,000 and £20,000. The length of funding can range from one to three years.

The Trust supports a broad range of organisations, from small to medium-sized not-for-profit organisations to large charities.

Applications may be made at any time.  
[www.equitablecharitabletrust.org.uk](http://www.equitablecharitabletrust.org.uk)  
Tel: 020 7264 4995

### The Eucalyptus Charitable Foundation

The Foundation has general charitable purposes and makes grants to both individuals and organisations. Its beneficial area is the UK with a preference to Devon and Cornwall. Applications can be made at any time.

Contact: Ruth Mower, Eucalyptus Charitable Foundation, c/o KPMG LLP, 100 Temple Street, Bristol, BS1 6AG  
Telephone: 0117 905 4200

### Jill Franklin Trust

Grant aid is available to organisations working within specific areas of social welfare, including people with mental illness or learning difficulties, and refugees. The Trust also supports the restoration of churches with architectural importance. Majority of grants given are between £500 and £1,000. Registered charities to apply. Applications can be made at any time.

[www.jill-franklin-trust.org.uk](http://www.jill-franklin-trust.org.uk)  
Tel: 020 7722 4543

### LankellyChase Foundation - Arts programme

The Foundation values the contribution made by the arts to people's mental, physical and economic health. For this Arts Programme the Trustees are focusing on three specific areas: promoting the use of the arts by people with severe mental ill health, encouraging vulnerable young people to participate in arts activities and, through a closed programme, helping young artists to pursue a career in the arts. In all three of these areas, we place excellence in the arts as a core goal. Grants are generally in the region of £10,000 - £15,000 a year for up to three years. Website: [www.lankellychase.org.uk](http://www.lankellychase.org.uk) Tel: 01235 820044

### The Jack Riley Trust

The Jack Riley Trust supports young people in Devon aged 25 and under. The Trust can support individuals, learning institutions (schools and colleges) and new or existing youth or activity groups. Its focus is on mentoring and the personal development of young people by young people.

The Trust was set up by the late Jack Riley who asked his trustees to give priority to studies or activities which focus on personal, social and moral education and improve personal relationships and

development of character. There must also be a real need of financial support and the Trust will not fully fund any request.

There is no application form or set procedure for making an application. Any person, group or institution who wish to make an application should initially contact the Administrator Tim Leat (by e mail [timothyleat@gilbertstephens.co.uk](mailto:timothyleat@gilbertstephens.co.uk) or phone 01404 8122282) who will then advise of Trustees requirements.

# Inside Funding



## **BTCV - Chestnut Fund**

Funding is available to encourage and enable community groups in the UK to carry out conservation activities.

Groups must be part of the BTCV Community Network to qualify, membership of which is open to all groups who carry out practical conservation work.

Start-up and support grants are available for administrative expenses, tools, equipment and

training. Administrative costs for start-ups, tools, equipment and training for all groups. Start-up grants up to a maximum £150 and support grants up to a maximum of £350. Groups must be part of the BTCV Community Network to qualify for grants - Membership costs £35.

Applications may be made at any time.

[www2.btcv.org.uk/display/home](http://www2.btcv.org.uk/display/home)

Tel: 01302 388 883

## **The G F Eyre Charitable Trust**

The beneficial area for this Trust is the South West of England. Its charitable purposes are general. The Trustees are keen to support smaller, public good causes.

Application: Apply in writing. Contact: the Trustees, the G F Eyre Charitable Trust, Francis Clark chartered Accountants, Southernhay House, 36, Southernhay East, Exeter, Devon, EX1 1NX Tel: 01392 667000

## **The Marjorie and Geoffrey Jones Charitable Trust**

This Trust will consider applications from the whole of the UK but has a preference for the South West of England. It supports a wide range of charitable projects. The Trust meets twice a year.

Applications: in writing Contact: N Wollen, Trustee. Tel: 01803 213251 Fax: 01803 296871 e-mail: [nigel.wollen@hooperwollen.co.uk](mailto:nigel.wollen@hooperwollen.co.uk)



## **County Councillor's Fund:**

From this month each county councillor has been allocated £15,000 for revenue and

£25,000 for capital projects. Each district councillor £1,500 pa to support community actions within their division that benefit the local community. The funding can be used for any purpose, which in the Councillor's view, will improve the community, enhance opportunity and is for the wider benefit of local residents.

The funding may not be used to replace funding withdrawn by the Council or another public body, or to provide ongoing financial support or to imply a regular financial commitment by the Councillor or the Council. Payments can only be made to groups or organisations and not to individuals.

You can find your local county councillor on the Devon website: [www.devon.gov.uk/index/councildemocracy/county\\_councillors/findyourcouncillor.htm](http://www.devon.gov.uk/index/councildemocracy/county_councillors/findyourcouncillor.htm)

Tel: 0845 155 1015

## **The Claude and Margaret Pike Charity**

The Trust makes grants almost exclusively to organisations and individuals in Devon. Almost half of its funds are given to 'overseas' ventures of students at or between school and university. The other half of their funds goes to voluntary organisations. Whilst the beneficial area is Devon, the current policy of the Trustees is to focus on organisations and

causes within the 'travel to work areas' of the WBB ball clay and china clay operations (ergo Newton Abbot).

Applications in writing to the Correspondent. Contact: John D Pike, Correspondent and Trustee, The Claude and Margaret Pike Charity, Dunderdale Lawn, Penshurst Road, Newton Abbot, Devon TQ12 1EN Tel: 01626 354404 Fax: 01626 333582

## **Heritage Lottery Fund - Parks for People**

Parks for People (£250,000 to £5million) Parks for People is for whole park projects that support the regeneration of existing designed urban or rural green spaces, the main purpose of which is for informal recreation and enjoyment. [www.hlf.org.uk/HowtoApply/programmes/Pages/parksforpeople.aspx](http://www.hlf.org.uk/HowtoApply/programmes/Pages/parksforpeople.aspx) Tel: 01392 223950

## Who's on the make?

from Richard King—Partner

The recent jailing for fraud of a self-styled 'general secretary' of a charity who was neither its secretary nor a trustee has once again highlighted the need for trustees to be alert to any attempt to misuse charity funds. A Charity Commission report has condemned as 'unacceptable' the fact that the trustees had left him with financial control and failed in their duty to keep proper accounting records or to exercise management and control of the charity.

Control is usually achieved by 'segregation of duties,' which means never allowing the same person to both begin and end a task unless additional controls are put in e.g. one person should record money coming in while another spends it.

That is easier said than done in a small charity. But you can see the risk that trustees take if, say, a treasurer counts the cash on his own after a fund-raising event and is left to pay the suppliers, perhaps in cash too. Much better to involve trustees or volunteers in at least part of the process. This also helps if later an officer falls ill, as too often a small charity can rely very heavily on one person who 'knows everything' but does not share or record it!

So the trustees should consider: does the officer have enough support? Is he or she doing too much? Is more training needed? Are budget variations properly explained? In short, is the charity at risk? And consider spot checks. This is not about 'big brother'; it is more a protection for an officer against false accusation if something does go missing.

You may also have read of a well known orchestra charity that failed to notice unusual outgoings because it was operating away from its normal home during building works. Tighter monitoring of plans and budgets would have picked up the fraud and enabled the trustees to take action sooner.

Finally, we at Tozers are on tenterhooks about CIOs. After previous deadlines came and went, the long awaited Regulations were promised for March but the Office for Civil Society is still dragging its feet. The Charity Commission is poised to issue its guidance on CIOs, and may even release its model constitutions without waiting for the Regs. Find out more at our seminar on 5 April.

**For further information see our website: [www.tozers.co.uk](http://www.tozers.co.uk)**

### **Pre-employment questions about health** Updated 13/3/11. This information updates s.29.6.2 in *The Russell-Cooke Voluntary Sector Legal Handbook* (VSLH3).

This is a new provision, in effect from **1 October 2010**. Until a candidate has been offered a job (whether on a conditional or unconditional basis) or been included in a pool of successful candidates to be offered a job when a suitable position arises, questions about health can be asked only in specific circumstances. These are where questions are necessary: \* to find out whether an applicant would be able to participate in an assessment to test their suitability for the work; or \* to make reasonable adjustments to enable the disabled person to participate in the recruitment process; or \* to find out whether an applicant would be able to undertake a function that is intrinsic to the job, with reasonable adjustments in place as required; or \* to monitor diversity in applications for jobs; or \* to support positive action in employment for disabled people; or \* to enable an employer to identify suitable candidates for a job where there is a genuine occupational requirement for the person to be disabled; or \* in the context of national security vetting. The fact that an employer asks unlawful questions does not, in itself, give an applicant the right to bring a claim against the employer (only the Equality and Human Rights Commission can do this). But an applicant could bring a claim against an employer who makes a decision based on information obtained from such a question.

**FLEXIBLE WORKING TO CARE FOR CHILDREN** Updated 30/1/11. This information updates s.32.5 in *The Russell-Cooke Voluntary Sector Legal Handbook* (VSLH3).

From 6 April 2011 the statutory right to request flexible working arrangements to care for children is extended to apply where the child is aged under 18. Prior to this, the right applied since April 2009 only if the child was under 17, or from 2003-2009 only if the child was under six (or in both cases, under 18 if the child received disability living allowance). The right to request flexible working to care for children applies to parents, adopters and foster carers, and their partners. Flexible working might include, for example, compressed hours, flexitime, home working, job sharing, teleworking, term-time working, shift working, staggered hours, or annualised hours. Once the employer and employee have agreed a flexible working arrangement, it is a permanent change to the contract of employment unless the agreement specifies otherwise. The extension of the right to request removes the anomaly that if something happened so a child aged 17 started to need care but was not entitled to disability living allowance, the parent would not be entitled to request flexible working until the child turned 18 and the parent gained the right to request as the carer of an adult. When I reported on the age increase in 2009, I said on this website, "This anomaly is an example of how daft the law can be sometimes. Would it really have been unacceptably complex or costly to extend the right to cover parents of 17-year-olds?" Fortunately I wasn't the only one who felt like this.

ACAS guidance and publications on flexible working are at [www.acas.org.uk/index.aspx?articleid=1616](http://www.acas.org.uk/index.aspx?articleid=1616). The **Flexible Working (Eligibility, Complaints and Remedies)(Amendment) Regulations 2010** are at [www.legislation.gov.uk/ukxi/2010/2991/made](http://www.legislation.gov.uk/ukxi/2010/2991/made).

**Preference in recruitment and promotion** Updated 13/3/11. This information updates s.28.1.7.3 in *The Russell-Cooke Voluntary Sector Legal Handbook* (VSLH3).

From **6 April 2011**, a controversial new provision redefines positive action to allow preference to be given in recruitment or promotion to a person from a protected group which is under-represented in the workforce, where there are two equally well suited applicants/candidates. This does not allow preference to be given to a person from an under-represented group who is less qualified, and where two people are equally well qualified it does not require preference to be given to the person from the under-represented group. The Government Equality Office has issued two publications for employers considering using this provision: *Equality Act 2010: Step-by-step practical guide to using positive action when making appointments*, which can be accessed via [tinyurl.com/49ebudr](http://tinyurl.com/49ebudr) (6 pages), and *Equality Act 2010: What do I need to know? A quick start guide to using positive action in recruitment and promotion* at [tinyurl.com/6fqmlrb](http://tinyurl.com/6fqmlrb) (12 pages). Among the points made by the GEO are that this positive action can be used at any stage of recruitment or promotion, but the action must be proportionate; employers must reasonably think there is disadvantage or under-representation, but do not need to have statistics to back this up; and this positive action can be used only where the two candidates are of "equal merit" and are "as qualified" as each other. Because of the risk of a discrimination claim by unsuccessful candidates, employers should be cautious about using this provision, and should carefully document their reasons for doing so and the criteria on which they assessed the candidates.

## Inside Resources

### Transforming Community Services— Transformational Guides

Transforming community service transformational guides were co-produced with clinicians. They utilise up to date evidence-based research from the Health Services Management Centre (HSMC), and experiential knowledge from clinical innovation in practice. The guides relate to 6 key specific areas of practice, namely: health and well being; children, young people and families; acute care closer to home; long term conditions; rehabilitation and end of life care. These guides are for use by frontline clinicians, commissioners and providers and are based around a framework of ambition, action and achievement:

- Clearly setting out your ambition
- Taking action to deliver the ambition using the best available evidence (high impact changes)
- Demonstrating and measuring achievement (using quality indicators)

The guidance also includes six transformational attributes which practitioners and teams need to demonstrate in order to meet the requirements of the high performing practitioner-partner-leader roles.

[www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH\\_124178](http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_124178)

## Sector guide on how to use the Equality Act

The Equality and Diversity Forum's 'How to use the Equality Act 2010: A guide for voluntary and community organisations' looks at how the new equality law can be used in advocacy, service delivery and campaigning work. Available in pdf, 146KB, via [www.edf.org.uk/blog/?cat=20](http://www.edf.org.uk/blog/?cat=20) - printed and alternative format versions available. (Source: NCVO Public Policy Update) Equality & Diversity Forum, 207-221 Pentonville Road London N1 9UZ Email: [info@edf.org.uk](mailto:info@edf.org.uk) Tel: 020-7843 1597 Fax: 020-7843 1599

## A review of the developing community shop sector

The Plunkett Foundation has published results from "the most comprehensive survey into the health of the community-owned shop sector ever to be undertaken". Seen as a leading success story in social enterprise, at the beginning of 2011 there were 251 community-owned shops. See news item at [www.plunkett.co.uk/newsandmedia/news-item.cfm/newsid/472](http://www.plunkett.co.uk/newsandmedia/news-item.cfm/newsid/472) or download 'Community-owned village shops: A better form of business' (pdf, 317kb) [www.plunkett.co.uk/templates/asset-relay.cfm?frmAssetFileID=1062](http://www.plunkett.co.uk/templates/asset-relay.cfm?frmAssetFileID=1062) (Source: ACRE newsletter)

## Campaigns conference resources

Material from the recent NCVO Campaigns Conference have been collated online at [www.ncvo-vol.org.uk/campaignsconference](http://www.ncvo-vol.org.uk/campaignsconference). As well as the usual PowerPoint files and text of speeches, there are readable blog reports and video interviews worth a browse. You may also want to check other resources on the Campaigning Effectiveness page, [www.ncvo-vol.org.uk/campaigningeffectiveness](http://www.ncvo-vol.org.uk/campaigningeffectiveness)

## Letting young people have their say on Big Society

A survey for youth volunteering charity found that two-thirds of young people didn't know what Big Society meant for them. So a new website asks 16-25 year olds to discuss the problems they face in their community and share ideas on how to make it better. Big Society's Big Mouth is at [www.bigsocietysbigmouth.org](http://www.bigsocietysbigmouth.org) or see [Community Newswire item](#)

## Monitoring and evaluation on a shoestring

A new guide 'Next steps: Monitoring and evaluation on a shoestring' from Charities Evaluation Services is "for third sector organisations that need to be able to show the difference they make, and improve their performance". Download (pdf, 447KB) or purchase a hard copy via [www.ces-vol.org.uk/index.cfm?pg=763](http://www.ces-vol.org.uk/index.cfm?pg=763) email [mo@centralbooks.com](mailto:mo@centralbooks.com) fax 0845 458 9912 post Central Books, 99 Wallis Road, London, E9 5LN

## NCVO – HRBank

NCVO are looking at building up a free resource bank of HR good practice, job and role descriptions for voluntary and community organisations and would be interested in hearing from organisations who would be willing to share their resources as part of this project. HRBank is an online resource which allows voluntary organisations to request job descriptions and HR policies to tailor to their own needs. See website: [www.ncvo-vol.org.uk/advice-support/people-hr-employment/hrbank/hrbank](http://www.ncvo-vol.org.uk/advice-support/people-hr-employment/hrbank/hrbank) If you're able to share your HR policies with other organisations, please get in touch Emma Allford at: Email: [emma.allford@ncvo-vol.org.uk](mailto:emma.allford@ncvo-vol.org.uk)

## Charity Partners

Could your not-for-profit enterprise benefit from the skills and commitment of someone on our innovative leadership development programme? [www.reallyresponsible.com/grants\\_funds\\_charities\\_social\\_enterprises.html](http://www.reallyresponsible.com/grants_funds_charities_social_enterprises.html)

## FACING THE FUTURE TRAINING MENU

Subsidised funding for the following courses has been provided by Leader 4 Torrington and North Devon. For more information on these, booking enquiries please contact Kate Shanahan, [administrator@torridgecvs.org.uk](mailto:administrator@torridgecvs.org.uk) or telephone 01237 420130.

**Costs:** Full day courses £20 (normal cost £75); Half day courses £10 (normal £50).

### South West Big Lottery Fund Outcomes Training Event

Make sure your organisation doesn't miss out on the funding it deserves - learn to 'talk the talk' and ensure your applications are relevant and compelling.

**Tuesday 19th April 2011 Bideford 10.00am - 4.00pm**

### Planning and Running Events

Learn how to plan and manage large and small events. With the right preparation, the day can only go well.

**Wednesday 11th May 2011 Barnstaple 10.00am - 4.00pm**

### Marketing your Group/Organisation

Increase your group's profile to attract more funding, support and volunteers.

**Tuesday 17th May 2011 Bideford 10.00am - 4.00pm**

### Supporting Volunteers with Support Needs

Explore what constitutes 'support needs', how people with these needs can benefit from volunteering and how best to manage them. **September 2011, venue to be confirmed. Please inform us of your interest as soon as possible.**



## DACVS Learning Programme

dacvs :: local focus :: county voice  
strengthening local voluntary and community action in Devon



### Emergency First Aid at Work

Exeter on 20 April and Teignbridge on 15 June.

### Minute Taking

Mid Devon on 19 April.

### Marketing your Group/Organisation

Torrington on 17 May and South Hams on 14 June.

### Volunteers and the Law

West Devon on 6 April and Mid Devon on 22 June.

### Planning and Running Events

North Devon on 11 May and Exeter on 6 April.

### Volunteer Management and Support

Exeter on 13 April and West Devon on 29 June

### Chairing Meetings

Mid Devon on 19 April (half-day).

### Supporting Volunteers with Support Needs

Exeter on 18 May.

For further information on all courses please see [www.dacvs.org.uk](http://www.dacvs.org.uk) or contact your local CVS.  
Half day courses £25 (CVS members) £50 (non-members)

# Inside Volunteering

## Changes to the Criminal Record Regime and Vetting and Barring Scheme

The government has unveiled plans to scale back the VBS and Criminal Records Regime while ensuring vulnerable groups are appropriately protected.

The proposals include:

- the merging of the Criminal Records Bureau (CRB) and Independent Safeguarding Authority (ISA)
- a reduction of the number of positions requiring checks to just those working most closely and regularly with children and vulnerable adults
- portability of criminal records checks between jobs
- an end to a requirement for those working or volunteering with vulnerable groups to be registered with the VBS and then be continuously monitored by the ISA and
- stopping employers who knowingly request criminal records checks on individuals who are not entitled to them.

The government will also keep the scope of CRB checks under review to ensure that they are not disincentivising people putting themselves forward for volunteering.

The proposed changes will be introduced gradually. The necessary legislative changes will be included in the Protection of Freedoms Bill. Subject to parliamentary approval, the Bill is expected to become law by early 2012. The new regime would be introduced soon after this. The latest information can be found at: [www.homeoffice.gov.uk/crime/vetting-barring/](http://www.homeoffice.gov.uk/crime/vetting-barring/)

## Volunteers Week 1—7 June 2011

Volunteers' Week celebrates the amazing contribution that millions of volunteers make. The Week helps raise the profile of all the volunteers who regularly contribute to their communities, while inspiring others to get involved.

To celebrate this contribution organisations hold events and activities to highlight their volunteers and the volunteering that they do during Volunteers Week. From showcasing the different volunteering roles on offer, taster sessions and team challenges with new partners, to volunteer recruitment events, awards ceremonies and launching new volunteering campaigns, hundreds of events take place throughout the country. Everyone is invited to join this national celebration of volunteering, it's up to you to decide exactly how. Look out for activities running in your area.

[www.volunteersweek.org.uk](http://www.volunteersweek.org.uk)

## Volunteering Rights Inquiry

The Volunteer Rights Inquiry was set up in November 2009 and has now launched its Call to Action, the '3R Promise,' asking organisations to commit to:

- 'getting it right'
- 'achieving reconciliation' and
- 'accepting responsibility'

in resolving matters of conflict with volunteers.

The Inquiry was set up in response to reports of serious breaches of trust between volunteers and the organisations they volunteered for, and has carried out a wide-ranging consultation to investigate the scope of the problems experienced by volunteers. Although it acknowledges the enormous efforts already made by organisations to improve the volunteering experience, the Inquiry believes a commitment to this call to action will raise standards of volunteer management, as well as addressing some of the concerns that it uncovered.

**Sukhvinder Kaur-Stubbs, Chair of the Inquiry, said:**

"The 3R Promise is an important step forward in improving conditions for volunteers where, in some instances, they fall short of expectation. This approach will ensure that any steps taken are proportionate to need; respect the reciprocity of volunteering; and promote parity of esteem between paid and volunteer staff.

"Wherever possible, the informal and voluntary nature of volunteering should be preserved and further red tape avoided, and we believe that the 3R Promise achieves this balance to the benefit of both volunteers and the organisations that they give their time to."

Organisations can find more information at: [www.volunteering.org.uk/3RPromise](http://www.volunteering.org.uk/3RPromise)

(Adapted from an article on the Volunteering England website).



# Inside Volunteering

## Increase in CRB Fee for Enhanced CRB

The Records Disclosure Service has announced an increase in the CRB fee for an Enhanced CRB check will be implemented in a very short timescale from £36 to £44 with effect from **6<sup>th</sup> April 2011**. All other fees, including the handling fee and ISA Adult First Check remain the same price. The CRB will continue to waive the CRB fee for volunteer roles.

Please note that any applications that reach the CRB from **6<sup>th</sup> April 2011** will be charged at the higher rate, regardless of when they were signed.

### **Springflower Animal Sanctuary**

#### Animal carer/groom

*Working with a variety of animals to suit your confidence levels. You will enjoy working outdoors, grooming horses, cleaning out stables.*

*Field maintenance is an essential part of the role. Making sure all animals are fed and clean.*

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### **North Devon Pathfinder Trust**

#### Assistant IT Tutor

*Pathfinder@Westward Ho! is now looking to recruit an Assistant Learning Centre Tutor who will play an important role in engaging, supporting and teaching learners who are undertaking qualifications. The focus of this voluntary opportunity is to assist in the support of learners on IT training programmes such as ITQ/ECDL and Everyday IT from Entry Level 2 to Full Level 2 through learndirect online training.*

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### **Bideford Leukaemia CARE**

#### Charitable Collector

*To carry out voluntary charitable collections at various locations throughout the year. To ensure effective communication with fellow voluntary collectors and Head office staff. To raise awareness of Leukaemia CARE's work and services by communicating effectively with the general public.*

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### **Torrige Training Services**

#### Data inputting and web researcher

*We are looking for a volunteer who can populate a database of potential clients using web research - copying contact information (phone, address, email) in to an Excel spreadsheet.*

### **Torrington and District Historical Society**

#### Hon. Secretary

*we are looking for someone with an interest in history of all kinds prepared to act as secretary for meetings, minutes liaising with the editor of History of Torrington - our newsletter. There are 8 monthly lectures/talks and 4 monthly field visits. These are awarded by members of which we have 40 -50*

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### **Community Arts Network**

#### Playworker / Enabler

*CAN SAY Youth Club is a fortnightly Saturday club for disabled young people from the ages of 8 - 25 based at Pynes School. The club has been running for 11 years now with volunteers from Community Arts Network, who realised that there wasn't many places for young disabled people to meet and socialise with their friends and make new friends. It is 3 hours of making, baking, computer, pool and football playing, laughing, chatting and as one young person said 'somewhere I can feel safe and be myself'.*

# Inside Volunteering

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## **Winkleigh Youth Club**

### Saturday Club Helper

*This opportunity involves help with supervision of a multi generational group aimed at general 'play' activities and basic cookery 'classes'. It also includes the Home Grown Community Owned ('Hogco') garden project to involve the young people in fruit and vegetable growing.*

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## **North Devon Hospice Holsworthy**

### Shop Assistant

*The role requires someone to help run our furniture centre. The role can include answering the phone to donors, processing sales on our till and general shop work.*

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## **Areas of Outstanding Natural Beauty (AONB)**

### Tithe Map and Apportionment Digitization

*The Devon Record Office is looking for volunteers across Devon to transcribe the tithe map apportionments for each parish. It also needs to know if you already know of someone who has transcribed one or more tithe apportionments. The process of creating high-resolution digital copies of Devon's tithe maps began with the East Devon AONB parish scapes project in 2008, and by the end of 2009 all 510 maps held at the Devon Record Office (plus a few duplicates and extras) had been scanned. The DRO also purchased from the National Archives greyscale digital copies of the 472 tithe apportionments. It is planned to publish the digitized maps and apportionments on the Internet in 2011, so that they can be viewed without visiting a record office. A second stage in the process will involve 'stretching' the maps over a modern map, so that they can form a layer in a Geographical Information System and be used to demonstrate changes in the landscape over time. The third and final stage will link the apportionment details to each field or plot of land on the map, thus making information about ownership, occupancy, acreage, and state of cultivation instantly accessible.*

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## **Bideford Dysphasia Support Group**

*Volunteers are urgently needed by our group. We help people whose speech has been affected by stroke. Our members are sharp and bright but need to regain their confidence to communicate in a supportive atmosphere. We encourage, we argue and we laugh a lot! Will you join?*

### Volunteer Leader

*Leadership of the group which helps aphasia sufferers to develop communication skills to give them confidence in the outside world. Providing support for carers.*

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## **Torrige District Neighbourhood Watch**

### Watch coordinators

*Public spirited people required as watch coordinators.*

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## **National Autistic Society**

### Community Youth Club Assistant

*Broomhayes is planning to open a youth club for young people aged 14-19 years of age, who are on the autistic spectrum. Often these young people have no place where they can go and socialise. The youth club will be for approx. 2 hours on a Saturday morning. There will be a range of activities on offer. The young peoples parents/carers will be welcome to stay and relax in a nearby room, or they may choose to go off site for some respite time. Volunteers need to be cheerful and adaptable. This is an ideal opportunity for those considering a career in care, nursing or teaching.*

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**For more information about any of these opportunities or to find out more about registering your opportunity please contact our Resource Centre (details on reverse of this newsletter)**