

centre forward 142

1st February 2012

Table of Contents

Central Hall Keighley First Birthday Exhibition.....	2
http://www.bradfordcvs.org.uk/uploads/birthday---31-january.doc	2
Fuel Poverty First Aid 29 th Feb.....	2
Sharakat community network project.....	2
Late Filing Penalties to Companies and appeals.....	2
Interesting Report from Newcastle CVS on state of the sector which applies to Bradford I expect.....	3
Horton Link Up project.....	3
PQASSO Quality Mark review Process	3
Wycas News.....	3
News.....	3
Steeton with Eastburn Village Hall	3
From Bowls Hall to Village Hub	3
Persistence, Planning and Preparation= All the 'Ps'	3
Near Neighbours Fund.....	4
Seminar and Funding advice in applying to this Fund 16th Feb Thursday 11.00 till 12.30. Please do find the time to come.....	4
Whetley Hill Resource Centre to stay open	5
After school club St Clements Church	5
BD3!.....	5
Sedbergh tea dance 25 th jan	5
Assembly FEB 16th.....	6
And on the subject of Asset Transfer - Keighley & Ilkley VCA help for asset transfer.....	6
A guide to writing effective funding applications	6
A guide to writing effective funding applications from the Guardian Voluntary Sector Network is available on their website.	6
- Annual Risk assessment.....	6
Sustainable Funding for trustees - a report.....	6
How to identify risks:	6
Big Society Fund supports new youth organization	7
Innovation Fund.....	7
Ten tips for creating a business plan	7
An opportunity to have your say re-the council budget proposals.	8
The impact of cuts on deprived communities.....	8
Employment.....	9
Work accident reporting change Riddor not 3 days but 7days	9

Pensions.....	9
Added or updated on the legal update website for voluntary organisations	9
TAX ALLOWANCES AND NATIONAL INSURANCE THRESHOLDS	10
Employment Law Conference March 15th	10
.....	10
Northern Employment Conference.....	11
Unfair dismissal	11
Allowed earnings	11
Training.....	11
Managing Conflict.....	11
including discipline, grievance and mediation	11
Training Update from Bradford CVS – 24th January 2012	12
Opportunities	13
2 opportunities at Bradford Trident.....	13
development-mngr.doc.....	13
Half Term nature Week at Wibsey Park.....	13
Setting Up Bike trail.??.....	13
Kirklees Faiths Forum: Faith Project Officer	13
Social Media:.....	13
a world of opportunities	13
Date: 25th February 2012, 9:00am—12:00pm	13
Venue: Central Hall, Keighley	13
How to promote your Sports club.....	14
Events.....	16
Funding.....	16
Community First Funding	16
Register your Community First Panel by 31 March	16
Sport Relief.....	16
WREN increases maximum application amount.....	16
30 January 2012.....	16
Time to Change.....	17
B&Q waste donation.....	17
Empty homes Fund	17
Grassroots Grants - evaluation report available	17

Central Hall Keighley First Birthday Exhibition

<http://www.bradfordcvs.org.uk/uploads/birthday---31-january.doc>

<http://www.bradfordcvs.org.uk/uploads/feb-seminar-only.doc>

Fuel Poverty First Aid 29th Feb

<http://www.bradfordcvs.org.uk/uploads/fuel-poverty-1st-aid-flyer-29-2-12.pdf>

Sharakat community network project

<http://www.bradfordcvs.org.uk/uploads/invite-to-new-community-members-pdf.pdf>

Late Filing Penalties to Companies and appeals

<http://www.bradfordcvs.org.uk/uploads/lfpandappeals.shtml>

Interesting Report from Newcastle CVS on state of the sector which applies to Bradford I expect.

<http://www.bradfordcvs.org.uk/uploads/new-cvs--report.pdf>

Horton Link Up project.

<http://www.bradfordcvs.org.uk/uploads/national-eventfrontpageeffectefektul.pdf>

PQASSO Quality Mark review Process

http://www.bradfordcvs.org.uk/uploads/pqasso_quality_mark_timescales_for_your_review.1.pdf

Wycas News

<http://www.bradfordcvs.org.uk/uploads/wycas-e-bulletin-january-2012.msg>

News

Steeton with Eastburn Village Hall

From Bowls Hall to Village Hub

Persistence, Planning and Preparation= All the 'Ps'

David Mullen is chair of Steeton with Eastburn Parish council. Recently, I met Dave to discuss the development of a the new village hall and hub, which will start being built in the spring of 2012 in the village.

The 1980s old bowls club sits on the edge of a very large bowls green .The building is in the end phase of its life and will soon be knocked down, and a new more flexible and purpose built village hall will arise in 2012. The new building will cost about £200,000.

Dave explained that the scheme really began to take shape after the Steeton with Eastburn Parish Plan was written in 2008. This provided the basis for proving the need and desire for a community hub, open to all, in the villages. Four years later the building has been given planning permission , architectural plans have been drawn up and the monies are in place for the realisation of the scheme. The building will not be large, slightly bigger than the current building but there will be opportunities to extend it in the future.

The scheme has been funded by a number of methods . Firstly, the parish council was left a small parcel of land that they sold. This has provided about 50%

of the money required . Other funders like WREN , YOREVENTURE and the Leader project also provided significant amounts . The youth club raised £500 , and a local business put in £10,000 which demonstrated to bigger funders local people's commitment. The Parish council members had experience of doing funding bids from a playground scheme in Eastburn, so they knew what to do.

" Skilling up, going on training courses were vital in helping us to know what to do and when to do it." said Dave explaining how the successful scheme came about.

They were fortunate to be able to call upon an architect and solicitor who sat on the parish council. So some skills and knowledge were already well established.

Currently, the building will be owned by the Parish council, but in a few years time, Dave is hoping a local group of people may help to run the building . The building will attract old and new groups and give them a real identity in Steeton with Eastburn Parish. It has taken some time to achieve . Dave has 2 full books of recorded meetings which he proudly showed me. So , three years of meetings, persistence, planning and preparation have finally paid off. Steeton with Eastburn Parish will get its very own community hub.

T and A article below

http://www.thetelegraphandargus.co.uk/news/9499357.Work_to_begin_on_200_00/

Near Neighbours Fund

Seminar and Funding advice in applying to this Fund 16th Feb Thursday 11.00 till 12.30. Please do find the time to come.

Bradford CVS have organised an opportunity to find out about the following programme of funding for projects which aim to encourage stronger communities in areas that are multi religious and multi ethnic. The fund aims to create opportunities to increase greater communication across communities and create joint projects which address community need. It

applies to all community groups, not just religious groups. More information on flyer below about Feb 16th:

It just occurred to me though, with the Diamond Jubilee Year stretching ahead, what better way to fund something than through this source. Any ideas do get in touch on Feb 16th.

<http://www.bradfordcvs.org.uk/uploads/near-neighbours-fund.doc>

Whetley Hill Resource Centre to stay open

Whetley Hill Resource Centre for disabled people is staying open for another year. The centre had been threatened with closure in an attempt to save money. Bradford LINK has helped a group of people who use the service and carers to influence decisions about the service being made by the Council. The group have worked with the council to look at ways to keeping the centre going. On Friday the Executive Management Committee at Bradford Council agreed to keep it open for 12-18 months. In that time, the people who use the service will work with the council to find ways of saving money. You can read more about this in Connect Winter - which will be out very soon.

After school club St Clements Church

BD3!

Mondays

3:30 pm until 5:30pm

Where: St. Clement's Church, Barkerend Road, BD3 9DF

Just up the hill from Lidl.

Who for: refugee and asylum seeker families

What: Arts and crafts, activities, games, food and drink.

For more information please contact Chris or Rachel on 01274 762 100 or 07530 089 054



Sedbergh tea dance 25th jan

Over 50?

Would you like to try something different?

Come to our tea dance and enjoy live music and refreshments from 1:15pm - 3:00pm

On Wednesday 25th January 2012

Admission £1.50 Telephone 01274 679843
Sedbergh Community Centre
Huddersfield Road
Odsal
Bradford
BD6 1DJ

www.sedberghcommunitycentre.co.uk

Assembly FEB 16th

Asset transfer will be one of the subjects coming up at this year's assembly on February 16th

See <http://www.cnet.org.uk/events-and-training/event/ASSEMCONF12/>

**It is being held at Carlisle Business Centre starting at 9.00 for 9.30..
See you**

And on the subject of Asset Transfer - Keighley & Ilkley VCA help for asset transfer

KIVCA has practical experience in asset transfer and redevelopment having developed their own new premises. They are now [giving support](#) (article in Wharfedale Observer) to local groups on asset transfer.

.

A guide to writing effective funding applications

A [guide to writing effective funding applications](#) from the Guardian Voluntary Sector Network is available on their website.

- Annual Risk assessment Sustainable Funding for trustees - a report

http://www.ncvo-vol.org.uk/sites/default/files/Sustainable_Funding_for_Trustees.pdf

:

How to identify risks:

The Charity Commission recommends that it is good practice for all charities to carry out an annual risk assessment and to commit to reporting on the findings. For charities that are

required to comply with the SORP, (accounting method for charities) there is a legal requirement for trustees to report on risk in their annual report.

A charity's overall risk management exercise should include a consideration of risks arising from its income generation activities. The same risk management techniques can also be used to assess the risk from specific fundraising activities. The table on page 11 is an example of a risk management framework, with some specific examples of fundraising risks: **So See page 11.**

Big Society Fund supports new youth organization

Minister for Civil Society Nick Hurd has announced the award of £1.3 million from the Social Action Fund to NCVYS member Beatbullying to enable the creation of new not-for-profit organisation, We're Altogether Better. The organisation aims to give half a million children and young people support and advice in a safe online environment. The funding will mean that the charity can recruit up to ten thousand new volunteers to mentor young people.

<http://www.beatbullying.org/dox/media-centre/press-releases/Jan%202012/Beatbullying-Receives-Big-Society-Funding-To-Transition.html>

Innovation Fund

The Department for Work and Pensions has announced the six preferred bidders for Round One of the Innovation Fund competition. Third Sector magazine reports that the social impact bond model is to be used in at least two of the six payment-by-results schemes.

<http://www.dwp.gov.uk/supplying-dwp/what-we-buy/welfare-to-work-services/innovation-fund/>

Ten tips for creating a business plan

Very brief ten 'top tips for creating a business plan' from the Plunkett Foundation's Making Local Food Work programme, <https://www.villagesos.org.uk/discussion/top-tips-creating-business-plan>

Here they are = Practical advice =notice the emphasis is on who are the readers and who it is for.

- At the beginning, it's the time spent planning, rather than the plan, that is important
- Be structured and comprehensive in your preparation
- Don't start with a document template: it may constrain your thinking and the way you tell the story
- Write it with your readers in mind: know their interests and keep it focused and concise
- Let your organisation's personality shine through
- Don't stretch the plan to suit different readers: if necessary, use supplementary documents
- Remember that it is for you first and foremost
- Use it as a flag that everyone can march behind
- Don't bury it: keep it at hand and front of mind
- But...remember to be flexible as things develop.
-
-

An opportunity to have your say re-the council budget proposals.

-
- Questionnaires attached - deadline Friday 3rd February.
-
- More information
- <http://www.cnet.org.uk/news/story/CBMDCBudget/>
-
- You can have your say using the [online comment form](#) . The consultation will last until Tuesday, 7 February 2012.

Janet Ford

Assembly Co ordinator

CNet | Centre for Enterprise | 114 – 116 Manningham Lane | Bradford | BD8 7JF

Map | <http://www.cnet.org.uk/link.cfm?lid=101>

Main office: 01274 305045

Direct Line: 01274 302231

www.bradfordassembly.org.uk

The impact of cuts on deprived communities

The Joseph Rowntree Foundation has published *Serving Deprived Communities in a Recession*. The report examines how budget cuts in 25 local authorities will affect the capacity of local government in England to meet the needs of more deprived households and communities. It finds that the most deprived local authorities have been hardest hit by the cuts and said services for children and young people "appear to have taken the biggest hit" from the Emergency Budget of 2010. It notes many authorities are making cuts to youth services and developing a more targeted approach. It finds that "community consultations often revealed that 'finding things for young people to do' was a priority for residents."

<http://www.jrf.org.uk/sites/files/jrf/communities-recession-services-full.pdf>

Employment

Work accident reporting change Riddor not 3 days but 7days

From 6th April, subject to parliamentary approval, the requirement under RIDDOR to report any accident which results in incapacitation of over three days will change to only reporting if the incident results in over seven days' incapacity. Employers and others with responsibilities under RIDDOR must still keep a record of all over-three-day injuries (if the employer has to keep an accident book, then this record will be enough). RIDDOR = Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995.

See the new guidance available at HSE website,

<http://www.hse.gov.uk/riddor/reporting-change.htm>

Pensions

Added or updated on the legal update website for voluntary organisations

For employers with fewer than 50 workers, the start of pensions auto-enrolment is being postponed from April 2014 to May 2015.

www.sandy-a.co.uk/employment.htm#nest

From 6 April, it will no longer be possible for employees with certain types of pension to be "contracted out" of additional state pension.

www.sandy-a.co.uk/employment.htm#additionalstatepension

Changes in state pension age

www.sandy-a.co.uk/employment.htm#statepensions

TAX ALLOWANCES AND NATIONAL INSURANCE THRESHOLDS

From **6 April 2012** the basic personal allowance for under-65s goes up from £7,475 (£144 per week) to £8,105 (£156 per week). Basic rate tax remains 20%, higher rate 40% and additional rate 50%, but the threshold at which higher rate becomes payable is reduced from £35,000 to £34,370. The threshold for additional rate remains £150,000.

From **6 April 2012** the national insurance lower earnings limit (the lowest level of earnings that can count towards entitlement to statutory sick pay and statutory maternity, paternity and adoption pay) is increased from £102 to £107 per week.

The starting point for employee's national insurance contributions (the primary threshold) goes up from £139 to £146 per week, and the upper earnings limit remains £817 per week. Employee's NICs remain 12% between the primary threshold and upper earnings limit, with the additional NIC on earnings above the upper earnings limit remaining at 2%. Employer's NICs remain 13.8% on earnings above the secondary threshold (increased from £136 per week to £144) and on class 1A and 1B NICs.

Rates and thresholds for 2010-11, 2011-2012 and 2012-2013 are at www.hmrc.gov.uk/rates/index.htm.

Employment Law Conference March 15th

PERS and North Yorkshire and York Forum (NYYF) will host an Employment Law conference to Chartered Institute of Personnel and Development (CIPD) standards at a cost the voluntary sector can afford on 5th March 2012. The aim is to build capacity and strengthen voluntary sector organisations thus providing volunteering and employment opportunities for northern communities.

Speakers are coming from a variety of sources such as the employment tribunal service, ACAS, CIPD and advice organisations. Some topics will concern diversity such as effective management of staff with disabilities and an update on the Equality Act. Others include managing volunteers, social networking, managing

performance and a look forward to the proposed ET procedural changes and important cases coming up in 2012. /
Northern Employment Conference

Monday 5th March 2012
Royal Hotel York

choice of 12 workshops inc.

disability and employment
performance management
managing conflict
social networking

for more details see:

http://www.nyyforum.org.uk/tl_files/*.doc%20Documents/Northern%20Employment%20Conference%20A5_programme.pdf

Unfair dismissal

Increase in the qualifying period to claim unfair dismissal from one year to two will apply only to employees whose employment starts on or after 6 April. Those employed by the employer on 5 April will continue to have a one year qualifying period.

www.sandy-a.co.uk/employment.htm#employment-pipeline

Allowed earnings

Allowed earnings from permitted work (for people on employment support allowance and incapacity benefit) now £97.50 p.w. (since October).

www.sandy-a.co.uk/employment.htm#permittedwork

Training

Managing Conflict including discipline, grievance and mediation

When conflict arises an organisation has to manage its employees to maintain effectiveness. In doing so it has to act lawfully and fairly.

This workshop shows you how to use a fair,

14th February
Bradford CVS, Bradford

Half day course: 10.00 - 13.00 hrs

This course is funded by Bradford MDC so we can offer it free to VCS orgs in Bradford. Two places per organisation only. Others £50.

<p>structured approach as detailed in grievance and disciplinary procedures when dealing with conflict and introduces mediation as a dispute resolution method.</p>	
---	--

Note there will be a £10 admin charge for non-attendance

Training Update from Bradford CVS – 24th January 2012

News

FREE Accredited Governance Training

The NOCN Level 2 and 3 Awards in Governance in the Voluntary and Community Sector are aimed at:

- Those interested in developing the knowledge and skills required to be a member of a governing body in the voluntary and community sector
- Members of governing bodies who want formal recognition of their roles and responsibilities.

The Award may also be of interest, and useful, to:

- Staff who work in a voluntary and community organisation
- Third Sector Support Workers who provide capacity building to governing bodies

Bradford CVS are running this accredited award in March and April, funded via Neighbourhood Learning in Deprived Communities. The overall Award has 3 units which can also be taken individually. Each unit is a one day taught course plus a half day individual study to complete assignments (optional).

[14th March Role of the Governing Body Member](#)

[28th March Governance: Strategy and Structure](#)

[18th April Governance – Responsibilities and Accountability](#)

Can't attend during the day

If there is enough interest we would also like to run the courses in the evening during May/June – each unit would be split over 2 evenings (6 evenings for the full Award). Email training@bradfordcvs.org.uk if you are interested in this option.

Courses

[Click on the course title to take you to the full Information page on our website or scroll down for course outline.](#)

- ✦ [Health and Safety for Managers](#)
- ✦ [First Aid Re-Qualification](#)
- ✦ [Risk Assessment](#)
- ✦ [DIY Fundraising - only £10 per person](#)
- ✦ [Involving Volunteers in your Organisation](#)
- ✦ [Time Management](#)

- ✦ [Managing your Stress/Building Resilience](#)
- ✦ [Basic Budgeting and Cashflow](#)
- ✦ [Supervision Skills](#)

To Book: [Click here](#) for booking details and form

Opportunities

2 opportunities at Bradford Trident

<http://www.bradfordcvs.org.uk/uploads/advertisement---admin-facilities-mngr--service-development-mngr.doc>

Half Term nature Week at Wibsey Park

<http://www.bradfordcvs.org.uk/uploads/bcep-a5-wibsey-half-term-activities-feb-2012.doc>

Setting Up Bike trail.??

<http://www.bradfordcvs.org.uk/uploads/bike-track-people.pdf>

Kirklees Faiths Forum: Faith Project Officer

<http://www.bradfordcvs.org.uk/uploads/kff-jd-jan-2012.doc>

Social Media:

a world of opportunities

Date: 25th February 2012, 9:00am—12:00pm

Venue: Central Hall, Keighley

Is your organisation getting the most out of social media?

At Social Media: a world of opportunities delegates will get to hear how four organisations have either used or developed an innovative way of using social media .

Key note speakers will deliver presentations on:

- Using Social Media to set-up a voluntary and community sector organisation
- Social Media fundraising
- Creating networks using Social Media

- Using text messages to find out opinions about different issues and keeping people informed

After tea and coffee delegates will have the opportunity to speak with each of the key note speakers in an informal question and answer session.

For more information or to book a place contact Alison Eagle at KIVCA on 01535 665258 or

e-mail: alison@kivca.org.uk or alternatively go to www.keighleyvs.org/Rural_development.html

for more information

The event is limited to 60 people so please book early to avoid disappointment

This is a free event

Priority will be given to rural VCS in West Yorkshire

How to promote your Sports club

*How to raise the profile of your club
across your community and attract more members
6.30 - 9.30pm, 9th February, Institute of Sport, Sheffield*

South Yorkshire Sport and Sports Marketing Network presents a hands-on workshop on how to promote your club and attract more members:

We are being bombarded with thousands of messages every day...the competition for people's attention and mind-space has never been fiercer.

The media scene is changing with printed media being under pressure from local web sites. Most local papers now have their own websites and most of us are using texts, social websites and emails on a daily basis.

Social and mobile media can now be used by most of us to great effect and at very low cost making the notice board and the printed newsletter obsolete.

Your club will have to adapt and become more visible within your communities and engage and communicate with your customers, partners, opinion-formers, etc.

This workshop will provide you with practical examples from sports clubs, just like yours, which have raised their profile successfully.

Programme:

- Use technology, be it mobile, email or social media to communicate with your stakeholders
- Understand how clubs with higher profiles attract more members, volunteers, supporters and sponsors
- Tell the world about the good work you do so you can attract support for your
 - various events and projects
 - How to be 'out and about' in your community
 - How to develop creative and effective Partnership Promotions linking up with non-sport partners from hospitals to the police
 - Understand the new media landscape...the notice board is dead
 - How to develop email and mobile databases and communicate with everybody you come into contact with quickly, effectively in an inexpensive way.
- Data capture – how to ensure that you get contact details for everybody your club comes into contact with through your events, promotions, match days, etc.

Getting the media interested

- What makes a story? Get your stories right for each media and they will cover you
- Writing a press report/release – some simple rules that really work
- How to develop personal experiences for the media

The presenter, Svend Elkjaer, is the founder of the Sports Marketing Network and 3,000 community sports clubs have participated on one of SMN's workshops and have learned to become more vibrant, visible and viable. sharing best practice across all sports.

Course Price: £30

To book your place go to http://www.sysport.co.uk/view_training_course.php?ID=251

Svend

Svend Elkjaer
Sports Marketing Network
5 Station Terrace
Boroughbridge
YO51 9BU
Tel: 01423 326 660
E-mail: svend@smnuk.com
www.smnuk.com
<http://twitter.com/Sportsmarketer>
<http://sportsmarketingnetwork.wordpress.com>

Events

Funding

Community First Funding

<http://www.cdf.org.uk/web/guest/community-first>

Register your Community First Panel by 31 March

To ensure the full allocation of this financial year's Community First funding is made available to eligible areas, panels need to have [registered with CDF](#). This is easy to do and guidance is available. See website above please. here.

Sport Relief

Sport Relief (an initiative of Comic Relief) is offering Community Cash grants for a second year in a row. The funding is administered locally by community foundations across England in partnership with local newspapers. Grants ranging from £500 to £1,000 are available to groups working in a disadvantaged or deprived area within the specified area, with an income of less than £100,000 and limited access to other sources of income. Although the deadline for most applications is 9 March 2012, some areas may have an earlier deadline. Interested groups should contact their local community foundation for further information, an application form and the deadline.

http://www.communityfoundations.org.uk/community_foundations/map/

WREN increases maximum application amount 30 January 2012

The maximum application amount for the WREN Main Grant Scheme has been [increased from £50,000 to £75,000](#). The change comes into effect now for all new applications. The minimum amount that can be applied for is £15,001.

Funding is available for "the provision, maintenance or improvement of a public park or other public amenity in the vicinity of a landfill site. For example - Village halls, children's play equipment and skate parks, village greens and public parks, community gardens, woodland improvements, cycle paths and nature reserves."

Projects must be located within WREN operating areas (the whole of Bradford district is eligible for this fund).

Projects must be available to the general public.

The application deadlines for Yorkshire for 2012 are:

7 March 2012 (5pm)

9 May 2012 (5pm)

5 September 2012 (5pm)

[Find out more about the WREN Main Grant Scheme.](#)

Time to Change

The [Time to Change grants](#) fund will distribute £2.7 million to approximately 75 projects across England from April 2012 to March 2015. The fund will support projects which challenge stigma and discrimination around mental health in innovative ways.

B&Q waste donation

[B&Q donate unsaleable products](#) and waste materials for re-use by recognised community groups. They donate items such as slightly damaged tins of paint, off-cuts of timber, broken tiles for mosaic projects. The items are donated on the understanding that they will be re-used. Items available for donation will vary from store to store.

Empty homes Fund

Communities Minister Andrew Stunell has invited community and voluntary organisations to apply for a [share of £100 million](#) that will help revitalise communities and bring the empty homes blighting their areas back into use.

Grassroots Grants - evaluation report available

Grassroots Grants funded approximately 19,000 groups in England over two and a half years from September 2008 - March 2011. The [Community Development Foundation \(CDF\)](#) has published the final evaluation.

The [press release](#) gives a very short summary. You can download the full report or an executive summary from the same web page.

Website: www.cdf.org.uk/web/guest/news-headline?id=677798

The evaluation shows that the programme met its aims of:

- Increasing immediate grant funding and capacity building to grassroots groups across England. It increased volunteering (estimated at over 40,000) and benefited around one million people;
- Increasing long term funding available to grassroots groups from community-owned endowments, with a £90 million fund created across England; and
- Improving the sustainability and quality of local grant making by strengthening independent funders throughout England. Local funders who had a dual role of grant giving and endowment raising said it allowed them to demonstrate to philanthropists the tangible results of small grants in local communities.