

INFORMATION DIGEST FOR CVS MEMBER ORGANISATIONS

Monthly update of Key Information to Support the Third Sector

Contains links to information and resources to support your organization including Legal Matters and Funding. For the full Info Digest, click on http://www.cvsstalbands.org.uk/cvsstalbands/documents/Info_Digest_Sept_2010.pdf

THE CHANGE AGENDA

NCVO Support for Dealing with Cuts

All charities can now access NCVO's dedicated cuts support, and stay up-to-date with the latest developments as and when they happen, by keeping an eye on their new [Budget and Beyond](#) page.

One-to-one support to help you prepare for cuts

NCVO has just launched a new direct support service, Getting Ready for Cuts. It has been carefully designed to help organizations identify the scenarios they are likely to face, improve their readiness for change and develop a useful action plan. www.ncvo-vol.org.uk/consultancy/gettingreadyforcuts

The Big Society - the evidence base

NCVO has published Version 1 of its [research on the evidence behind the Big Society](#) agenda. The research is intended to be a 'living document' and you can leave comments or further evidence on the page.

COVER (The Community and Voluntary Forum: Eastern Region) has a new political updates page on its website. This page will be updated regularly to provide you with relevant information on key policy changes, budget cuts and new responsibilities under the new coalition government. <http://www.cover-east.org/Political-Updates.asp>

COVER has a webpage page dedicated to consultations, where you can find regularly updated information on the consultations they are responding to, other consultations relevant to the VCS, and all of past consultation responses. <http://www.cover-east.org/Shaping-Policy.asp>

Simply Understand has produced a brief summary of the Department of Health's White Paper from a patient's point of view. [Click here](#) for more information.

NCVOs Public Service Delivery Network has launched new pages dedicated to the reform, commissioning and delivery of health services in England. The

aim is to provide up to date information about proposed changes to health care commissioning and stimulate debate. [Click here](#) for more information.

SUPPORTING YOUR ORGANISATION

The Good Trustee Guide

Ideal as an introductory pack for new board members or as a refresher for long-serving trustees, [the Good Trustee Guide](#) provides comprehensive information about a trustee's role and guidance on developing an effective trustee board. The 5th edition also covers the many legal and regulatory changes arising from the Charities and Companies Act 2006, as well as an extensive range of best practice.

Practical thoughts from research on mergers

The Institute for Voluntary Action Research has published the first of a new "Thinking about" series, which draws on previous research (their own and that of others) to provide practical, useful information for staff and trustees of small to medium-sized voluntary organisations. 'Thinking about merger'
<http://www.ivar.org.uk/publications/reports-and-publications/thinking-about-merger>

NVCO HR Bank – policies and job descriptions

NCVO HR Bank is a collection of human resources policies and job descriptions donated by voluntary and community organisations which you can use, amend and tailor to your own needs. There is a wide range of documents freely available to request and help you get started. 64 new job descriptions and policies have been added since June 2010. <http://www.ncvo-vol.org.uk/workforce-development/hrbank>

Insurance scheme for small local charities launched. Zurich Financial Services has teamed up with NAVCA to offer affordable insurance for local charities and community groups. [Click here](#) for more information.

LASA Offers Free Database to Small Charities and Community Groups

London Advice Services Alliance (LASA) are offering an Advice and Information Management System database (AIMS Free) to all small community groups and third sector organisations across the UK, to help them deliver their services more efficiently and cost effectively in challenging times. Over 700 groups have downloaded the software to date. Simple to use and contains everything needed to start capturing details of clients and outcomes. From a survey taken of AIMS Free users 60% of respondents said that they found the package 'very helpful', and 100% said that they would recommend it to other potential users.
www.lasa.org.uk/aims

Microsoft donate Office 2010 and Windows 7 to UK charities

UK charities can receive a donation of Microsoft software, including Office 2010 and Windows 7, through CTX (subject to eligibility). They are one of a number of major technology companies, including Cisco and Symantec, who use CTX to manage their donation programmes in the UK. To see the full range of donors, available products and how to apply for a donation, go to www.ctxchange.org.

New In Kind Direct scheme offers cut-price office supplies

Charities are being offered heavily discounted stationery and office supplies via a new initiative from In Kind Direct, one of The Prince's Charities, and office supplier Staples Advantage. The scheme will allow charities registered with In Kind Direct to receive preferential pricing on a wide range of goods in the Staples catalogue. Current promotions include A4 paper and fair trade tea, coffee and hot chocolate at below cost price. For more information and to join the scheme visit www.inkinddirect.org.

IT's Champion: [Click here](#) to read the latest edition of the newsletter of the Eastern Region Information Cluster, ERIC, and the East of England Regional ICT Champion.

Launch of a new enablement service by Hertfordshire County Council, in partnership with Goldsborough Home Care

The new enablement programme will focus on prevention and health and well being as well as pointing people in the direction of the help and advice which is available from voluntary organisations should they need it.

<http://www.hertsdirect.org/caresupport/acs/suppacs/homecare/enablement/>

Giving World Online (GWO) is a scheme set up to help community groups and charities access free surplus goods from businesses and organisations whilst at the same time helping reduce the amount of goods sent to landfill. [Click here](#) for more information.

Local Action: The Handy Guide for Communities working with Councillors is a guide produced by bassac and Urban Forum which shows how communities have successfully worked with their local councillor to bring about change in their neighbourhood. [Click here](#) for more information.

Dancing for Fun and Better Health delivers a county wide programme of classes for the 50+ ranging from Chair Based movement in sheltered housing to Tea dances and Tai Chi in community halls and Libraries. LIVING SPORT is piloting a bursary scheme to help encourage dance schools, teachers, community groups and organisations to set up classes. For more information please contact [Claire Smith](#)

Delay for Music charges

The [music licensing legislation](#) will now be delayed. This is a temporary reprieve from music charges for small charities and allows time for all parties concerned to find a suitable long-term solution.

CDX e-membership

Community Development Exchange has launched a new free membership category - [e-membership](#). E-members will receive a monthly e-zine, policy updates and occasional news of CDX's work.

LEGAL MATTERS

Legal forms for trading

NCVO has a new "tool" for those developing a trading organisation, 'Trading: Choosing the right legal form'. <http://preview.tinyurl.com/2d4xjmm> Not to be confused with the **Get Legal Decision Tool** <http://www.getlegal.org.uk>, but they should complement each other.

Equality Act 2010

The Equality Act will come into force in October. The Government Equalities Office and the Equality and Diversity Forum have published [Equality Act 2010: What do I need to know?](#) A summary guide for voluntary and community sector service providers. Members need to familiarize themselves with the provisions of the act. Further guidance for voluntary and community organisations is available on the [GEO website](#).

See Also: ACAS [The Equality Act: What's new for employers?](#) There is also a one page summary showing what does and does not change at a glance, in respect to existing equality legislation.

National Minimum Wage

From 1 October 2010 new rates and age bands will apply: Workers aged 21 and over - £5.93; 18-29 - £4.92; 16-17 - £3.64. There is also a new minimum wage of £2.50 per hour for apprentices who are either under 19 or in the first year of their apprenticeship. [More information on the DirectGov website](#).

FUNDING

Hertfordshire Sustainability Funding Fair

The Hertfordshire Sustainability Funding Fair is taking place on **13th October** at the accessible Fielder Centre in Hatfield. The fair will focus on the needs of organisations working in or from Hertfordshire. It is ideal for anyone connected with Hertfordshire seeking expert advice, guidance and signposting. Its primary sponsor is Hertfordshire County Council and the Big Lottery will be attending. Booking is essential. To do so, please [click here](#).

Tax-effective Giving

The Institute of Fundraising's new look [Tax-effective Giving microsite](#) offers comprehensive information about all forms of tax-effective giving. It is aimed at everyone involved in charitable giving: charities, fundraisers and donors alike.

NCVYS funding update

The NCVYS website now has a page bringing together [local and national funding opportunities](#).

Children In Need

[Children in Need](#) grant programmes include small grants (up to £10,000 a year for up to three years); main grants (over £10,000); Fun and friendship (for organisations working with disabled young people aged 12-18). Next deadline: 15 October.

Support for vulnerable groups

The Big Lottery Fund has launched [Youth in Focus](#), a new £30m England-wide funding programme to provide support for young carers as well as other vulnerable groups - young people leaving youth offending institutions and young people leaving care.

The Percy Bilton Charity

The [Percy Bilton Charity](#) offers grants to UK registered charities, whose primary objectives are to assist one or more of the following groups: disadvantaged and underprivileged young people (aged under 25); people with disabilities (including physical or learning disabilities or mental health problems); people aged over 60.

Community Spaces

[Community Spaces](#), a £50m Lottery-funded programme managed by Groundwork UK, closes to applications early in 2011. Groups across England can apply for up to £49,999 to create or regenerate local spaces to improve the quality of life in their neighbourhood, including play areas, community gardens and village greens. Final deadline: 28 January 2011.

Jill Franklin Trust

The [Jill Franklin Trust](#) is looking for grant applications (£500-£1,000) in four areas: self-help groups, advice, training, and employment; respite care; supporting refugees and asylum-seekers; restoration of churches of architectural importance.