



VANL NEWS

Voluntary Action North Lincolnshire
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Hub update

The Voluntary and Community Sector (VCS) Hub is a highly ambitious project which aims to transform the way the sector does its business. The need for a "community resource" centre has been identified by a range of voluntary and social enterprise organisations to share accommodation with access to training rooms and resources, meeting rooms and conference facilities. By co-locating we can reduce the overhead costs faced by us all, including sharing administration support and equipment, reception and perhaps other support costs like PAYE. The project, if successful, will be designed to meet a wide range of needs covering a broad range of interests including those of the black and minority communities, children and young people and people with disabilities, helping to equalise disadvantage suffered by minority groups.

The first stage of a feasibility study document has been completed, overseen by a Hub feasibility Steering Group made up of key stakeholders and funded by Yorkshire Forward.

The outcomes of the study are:

- The West Street/Clarke Street is the preferred option.
- The Baths Hall remains as an option
- The business case for the on-going revenue costs is reasonable (particularly for the West Street site.
- The capital build/fittings cost are around £5 million (slightly less for the Baths Hall)
- Finding the funding for the capital build/fitting costs will be challenging and is likely to include some loan finance.
- The recommended legal structure is a Company Limited by Guarantee and registered charity.

The next stage will be to complete a more detailed business and funding feasibility study for the project and hopefully identify and secure the final site

For those of you who have renewed your membership of VANL—Thank you. For those who haven't, please would you? The subscription remains the same as last year—£10, just look at the enclosed leaflet on Common Treasury and see how you can use our equipment to raise money for your group!

**FREE 10TH Anniversary
Conference (followed by AGM)
Thursday 4th October 2007
Kingsway Business Centre
Beginning with lunch at 12 noon, followed by
the VANL AGM
See enclosed programme and booking
form.**

Support for Carers

Do you look after someone who is ill, has a disability or is elderly and who couldn't manage without your help? Then you are a CARER.

Don't know where to turn for advice and support?

Then, the Carers' Support Centre is there for you!

If you are new to caring - or have just become aware that you are a Carer - your first step should be to contact us and we will be able to advise you on the information, financial help and assistance that you can get. If you need someone to talk to about being a Carer, then we will listen.

There are about 15,000 people in North Lincolnshire who look after someone who cannot cope on their own. Figures from Carers UK (the national organisation that campaigns on behalf of Carers) show that these Carers save the country £125 million per year.

It's easy to become isolated and lonely as the caring role slowly takes over your life. We welcome you to our nine friendly Carer Groups based throughout North Lincolnshire. A Carers' Group enables you to meet other Carers in a

similar situation to you, to talk with, share experiences and relax. A qualified care worker can provide company for the person you look after if you wish (free of charge).

All Carers providing a substantial amount of care are entitled to a Carers' Needs Assessment. This may help to show any assistance or equipment you need to keep on caring for your loved one. It's not there to check on your abilities as a Carer but to see if there is anything else that can make your "job" easier.

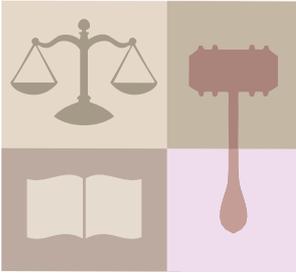
Caring can be a rewarding experience but can also leave you feeling tired, stressed and that there's little time for you. Lifelong Learning can give you the chance to begin a hobby or interest you've always wanted to try, or to learn a new skill or take up a relaxation activity. It's all free, including a trained care worker to stay with the person you care for.

So, if you are a Carer, or you know someone who is a Carer, we'll be pleased to hear from you. We can visit you at home or talk with you on the telephone - whichever you prefer.

Contact us on 01652 650585, e-mail us at info@carerssupportcentre.com or write to us at 11 Redcombe Lane, Brigg, N Lincs DN20 8AU

We have just been informed that Zurich and NACVA have teamed up to offer discounts to NAVCA members (which we are), and their members (which you are) for their insurance requirements, although it would be advantageous for you to get other quotes to test how competitive and flexible they really are.

The contact is Jacob Denman 0800 0778552. Other VCS insurers to try are AON (brokers) and Cornhill.



Legal Eye

Owning and selling land

With the greater availability of funding, charities are more likely to be looking at taking on a lease of premises, or even buying them. In this issue of Legal Eye, I look at taking on a lease; in the next issue, I look at buying land.

If your charity wants to own or lease land, including buildings, you need to be sure that your governing document gives you the power to do so. If it does not, then you are acting outside your powers and might be liable for any loss.

If your charity is a limited company, then normally the lease will be held in the name of the company. Bear in mind, though, that a landlord who does not trust limited companies might insist on a personal guarantee for the rent from individuals, normally two or more trustees.

If your charity is unincorporated, you need to think about which trustees will hold the title to the land. Will all the trustees have their names on the lease, or will you appoint holding trustees to do so? Bear in mind in all cases that you should change the names every time there is a change of trustees, so if your trustees change every year, it may be easier to appoint several people as holding trustees who can continue for as long as required. The holding trustees are just that; they have to act according to the instructions of the charity trustees and cannot make decisions on their own behalf. It is commonly the case, though,

that there is at least some overlap in personnel.

If you take on a lease for more than seven years, you will need to register it at the Land Registry. In any case, you will need to ensure that a return is sent to HM Revenue and Customs for Stamp Duty Land Tax. You may think it is sufficient to read quickly through the lease to see whether it contains any onerous clauses, but it may be advisable to take legal advice, both to ensure that you are fully aware of the implications of the lease, and also to ensure that the SDLT return and the registration of title is correctly carried out. I long ago stopped accepting requests to give a lease "a quick once-over". Leases are major legal documents, which contain serious responsibilities which you should think about carefully. Apart from anything else, it is part of your duty as a charity trustee.

Agents and landlords often provide a document called "Heads of Terms". This is a list of the main items which the lease will contain, and is not itself legally binding, but again you need to be certain not only that you are happy with the terms put forward, but also that you have all that you need. Do you need, for example, a break clause (a clause allowing you to terminate the lease early)? If you are taking on a twenty year lease, bear in mind that you are committing your charity to twenty years of rent - and if it is an unincorporated charity, you may also be committing the trustees personally.

For a simple short-term lease of an office in a larger building, you might be able to deal with the whole thing yourself - but if it is at all complicated, you would be well advised to seek legal advice. It need not be costly and could save you a lot of money later.

alan@robinsons-solicitors.com

The Children's Workforce for the Future

North Lincolnshire has been allocated funding from the Children's Workforce Development Council to support Voluntary and private sector organisations that provide services for children and young people.

This funding will be used to identify groups that are working with the 0 - 19 age range, and to raise their awareness of the Every Child Matters agenda. A piece of this work will require us to research where groups are operating and the service that they are providing.

Shah Mohammed from VANL is going to be the main researcher, if he contacts you, please give him the information about your work, as this will be used to draw further funding into the area to support local work with children and young people.

Training will be delivered about the Every Child Matters agenda and how to show that you are providing a quality service that fits the Every Child Matters Outcomes framework.

As part of the Children's Workforce Development plan, there is a group of skills called "the common core skills" that all those who are part of the children's workforce need to have.

Training courses will be available on a regular basis so that groups have an opportunity to refresh their existing skills and learn new ones.

Here are a few dates for your diary:

Wednesday 17th October 9.45 am - 1 pm Every Child Matters event

Thursday 15th November 6.30 pm - 9 pm Every Child Matters event

Wednesday 23rd January 9.45 am - 1 pm Safeguarding event

Wednesday 5th March 9.45 am - 1 pm Improving your outcomes.

FOR MORE INFORMATION ON THE EVENTS AND TRAINING COURSE THAT ARE AVAILABLE PLEASE VISIT OUR WEBSITE AT www.vanl.org OR CALL US ON 01724 845155

Date for Your Diary A concert will take place on Saturday 20th October 2007 at the Trinity Methodist Chapel, King Street, Winterton.. The concert is to raise funds for Humber and Wolds Rural Community Council to help the Transport Solutions scheme. The scheme provide much needed accessible transport with minibuses and people carrier for people who can't make use of public transport through age/disability. The concert, started at 7 pm will feature the Scunthorpe Male Voice Choir and the Chancel Quartet. Refreshments will be served by the Methodist Chapel and will be included in the price of the tickets. Tickets (£5) will be available from Nicki Mumby on 01724 733441. There will be a raffle and any donation towards it would be extremely welcomed.

A Little Ditty to the Work of the Voluntary Action Staff

So on the Monday morning, the phone began to ring:

Can you help me, love, I need my lawn cutting?

What can I do in my spare time?

Where can I send my old bed?

Do you know of any helplines who can talk about my head?

Then on the Tuesday morning, the appointments rolling in:

Can you help us find some funding to fence our playground in?

Our constitution needs some work,

Our treasurer's done a bunk!

Please do come and sort us out, or else we're really sunk!

And on the Wednesday morning, the training session's tonight!

Have you copied the handouts,

Got the presentation right?

Have we any late bookings?

Are the refreshments set?

We'll have to set off early, 'cos the room's to set up yet!

And now it's Thursday morning, we've meetings on all day!

There's one in fifteen minutes,

And it's twenty miles away!

I've another at ten, a third at two,

My four o'clock slot is filled.

I'll bolt my tea, then do a talk with the local Women's Guild

At last, it's Friday morning, I'm in the office alone.

I've got posters and programmes and tickets
But the Methodist Plan's postponed.

The phone keeps ringing and people come in,
And the membership list's out of date.

And I'm supposed to monitor things, again I'll be staying late.

And now it's Saturday morning, it's the Voluntary Fair today.

The hall is open at half past eight,

To get ready for the fray

The celebrity guest's not coming,

And the posters cannot be seen.

At least there are lots of public here, they really must be keen!

On Sunday we do the housework

Or perhaps we'll do our thing...

But on the Monday morning, the phone will start to ring!

WORKERS EDUCATIONAL ASSOCIATION

AUTUMN COURSES IN THE SCUNTHORPE AREA FROM SEPTEMBER 17TH

Creative Writing

Local History

Art Classes

Music Appreciation

Computer Skills

World Affairs

Life stories

French/German Language

Creative Embroidery

Guitar Class

Book Club

Yoga

For programme with details, ask at your local library or phone 01724 859143

Walk with Friends in North Lincolnshire

A new initiative has been launched, funded by HeartWell to help residents of North Lincolnshire to set up small walking groups in their own neighbourhoods. The Walk with Friends initiative hopes to provide the help needed for friends, family and neighbours to walk together in their own surroundings and improve their health at the same time.

Individuals, from North Lincolnshire, who are interested in setting up a small walking group are invited to apply for a free "Walk with Friends" starter pack which will include information on how to set up a walking group, invitations to encourage friends and neighbours to take part, pedometers to count your steps and record cards to record the number of steps you have done.

Walking has many health benefits, not least helping to reduce obesity and coronary heart disease, but walking with others is also a great way to relax, socialise, meet new friends and walk safely in your own surroundings.

To receive an application form for a free 'Walk with Friends' pack, please contact Pauline Todd (Heartwell Programme Co-ordinator) on 01652 601213 or email Pauline.todd@nlpct.nhs.uk. Alternatively you can write to her at Walk with Friends, SHPS, Wrawby House, Health Place, Wrawby Road, Brigg, DN20 8GS

The Humber Bridge Walk is an annual fundraising event which last year raised over £20,000. The event takes place on the 23rd September, this year as part of the BHF's national Love Walking appeal which aims to raise funds whilst encouraging supporters to look after their own heart health. It is hoped an even larger amount can be raised this year to help the BHF continue its life saving work.

For more information telephone 0800 9176976 or visit bhf.org.uk/lovewalking

Recent Successful community Pot Grants

Barton Tourism Partnership £500 towards summer theatre performances

Kay Traviss Youth Dance Group £800
Towards project cost of the performance of Blood Brothers

Angels in Disguise £988.20
To purchase laptop printer and consumables

Appleby Frodingham Cricket Club £2000
Netting and practice wickets

Appleby Village Hall Committee £2000
To install a sports wall and hard surface area.

Scunthorpe Highland Dancers £1,500
Purchase children's outfits.

North Lincolnshire Credit Union

The Local Network Funded project that allowed us to employ a young person's debt solutions worker to address financial issues relating to young people has now ended and we would like to thank all the organisations that helped in any way to make the project a success.

Kate Pike

Local Authority Procurement and the voluntary sector—Update

VANL has been working for some time with Jason Whaler who is North Lincolnshire Council's Strategic & Value for Money Procurement Manager to improve the Council's understanding of the voluntary and community sector (VCS) and its potential to deliver services on behalf of the Council and also to improve understanding in the VCS about how the Council 'buys' its services.

We began this joint work around 18 months ago with a joint Council/VCS event raising awareness of what the Council buys and also what the VCS could potentially supply in the way of procured services. This highly successful event was followed by the formation of Procurement and the VCS Working Group made up of a broad representation of the Council's buying officers and Carole Phillips (VANL) on behalf of the sector.

The main aim of the group is to help build stronger procurement links and relationships between the council and the sector. It has been working to take forward agreed actions from the initial event and whilst it will take time for these links to fully develop there have been some significant successes, which include the following:

The council is now sharing its procurement forward plans with VANL, which represents a major step forward.

Recent work with the FreshStart initiative (a project delivering initiatives

which promote independence and well being for older people); which was about to engage in a significant 'shopping' exercise.

The latter example came about because of a number of coinciding factors. The FreshStart Team had themselves identified that the VCS may be in the best position to deliver the required services and wanted to encourage the best response from the sector in-terms of tendering for the work. The P&VCS Working Group were also looking for an opportunity to engage the sector in a simple procurement opportunity and that is what FreshStart offered. In addition to all of that Supporting People were also looking to invest in some of the FreshStart priorities further swelling the 'pot'.

This trial exercise turned out to be very successful with all of the contracts going to a number of different VCS organisations. The learning from this exercise will be used to inform future procurement procedures to encourage VCS uptake and included the following:

- Wherever possible provide early notification of requirements via a prior information notice on the council's website or through the council's annual procurement plan to help potential bidders prepare and plan for the procurement prior to the "call for competition" (or better still via direct communication and VANL's information system's - as FreshStart did).
- Engage in early market (potential service deliverers) consultation to help define and shape the requirement in a way which will encourage a positive market response

- Package the requirements into lots, where appropriate, recognising the benefits offered by specialist providers and the VCS sector
- Provide opportunity for bidders to combine lots if that provides a better solution
- Simplify documentation - make it proportionate to the value, risk and complexity of the requirement; standardise documents to improve familiarisation and understanding
- Remove unnecessary process requirements and hurdles e.g. financial standing appraisals for low value/low risk requirements
- Use outcome and performance based specifications; allow bidders to provide a variant bid i.e. a separate quotation for value added/additional community benefit services at an additional price
- Encourage bidders to submit clarification requests during the process to aid their understanding and share responses with all bidders in line with council procurement procedure
- State that quotes/tenders must be priced using Full Cost Recovery techniques and clearly state the required pricing basis.
- Clearly specify the award criteria, including weightings allocated to sub criteria and the price/quality split
- Establish a cross functional evaluation team, where appropriate depending on the value and significance of the project to ensure that clients, stakeholders and partners can contribute to the project
- Offer a debrief to both successful and unsuccessful bidders to help them understand both the strengths and weaknesses of their bid so as to help them submit a stronger bid next time.

We now need to build on this success and we have already held a joint Council/VCS Full-Cost Recovery training session and we will be following this with a very practical work shop on full-cost recovery in the autumn and a practical workshop on pre-tenders and tenders early in the New Year. Supporting People are re-tendering for a number of their funded services early next year and they will be holding events to consult with potential suppliers. Supporting People would welcome the VCS to these event and also subsequent tenders.

Finally - please keep an eye on our web site for news on available tender opportunities or for a quick link to the Councils Procurement Plan (www.vanl.org/funding/procurement) and for 'hot of the press' funding news' join our Funding News email group by emailing ann-marie.loader@vanl.org.uk

For further information contact the office and ask for Carole Phillips.

Voluntary Action North Lincolnshire has now got the new database up and running

For those of you who very kindly completed the Mapping Questionnaire which was circulated recently, thank you very much, and it would be much appreciated if you could send your questionnaire in, if you have not yet done so.

Through the information we have received we will be able to send out direct e-mails containing up to date information we have on the following subjects:

Local Policy Updates

National Policy Updates

Funding

Training Opportunities

To join any or all the email groups, email Ann-marie.loader@vanl.org.uk