



# Basildon, Billericay & Wickford | CVS

Supporting our local charities



Support

Develop

Collaborate

Influence



**Voluntary Sector News – Autumn 2017**

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Welcome to the latest BBWCVS newsletter. You can download a copy of this edition and previous editions online in our member area. Please visit [www.bbwcvs.org.uk](http://www.bbwcvs.org.uk). We hope that you make time to read this edition (and pass it on to other staff/volunteers) although we know that pressure on time is one of the biggest issues you face. That is why we are continually looking at ways on how we can improve this newsletter. So if you have any suggestions or ideas please let us know.

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**THIS IS YOUR NEWSLETTER!** Do you have anything that you want to say or promote? If YES, then send your articles to the CVS Office ([admin@bbwcvs.org.uk](mailto:admin@bbwcvs.org.uk)) and we'll include them in the next edition. (We reserve the right to refuse any item).

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Welcome to the Autumn Edition of our newsletter.

It's a few weeks since I last updated you on the latest news from BBWCVS – but it's been anything but a quiet time. While others were (hopefully) enjoying the school holidays and recharging their batteries ready for the autumn, we've been working to encourage volunteering in Pitsea, working to identify the next generation of VCS leaders in Essex and working to develop local provision with initiatives such as the Emergency Night Shelter Provision and the Basildon and Brentwood Care Navigation Partnership

In this edition we include our latest funding updates, volunteering news and the latest VCS diary

### **Conference and AGM season**

As we writing this the Party Conferences season is in full swing. It will be interested to hear what they all have to say about their vision of the sector. Many local organisations will also be meeting during the season to report on their work over the past year so pop along to the AGM's to hear about the great work our local charities are making. And on that note I want to invite you to Annual General Meeting provisionally scheduled for 16 November so please hold the date.

### **Organisational Health Checks and Audits**

Many of the development that you will read about in the newsletter are all about ways we can try to future-proofing our members, charities and local organisations, and above all being absolutely determined to offer ever greater value to our members

One way we are aiming to do this is by offering Organisational Assessments/Audits aimed at helping organisations get into shape, be more effective and successful. The Assessment is an objective and non-judgemental review of the strengths and weaknesses of your organisation to enable you to address issues of relevance to your organisation.

The process will also enable you answer questions such as:

- are we meeting legal requirements?
- are we managing our organisation according to good practice?
- are there gaps in the way that we manage our organisation, activities or services?
- where do our strengths lie?
- in which areas do we need to improve?
- what are our priorities for the future?
- what are our training needs?

The CVS would like to encourage members and others to take advantage of this

service as it supports forward planning for change, effective resource management, embracing new funding opportunities i.e. corporate sponsorship and crowd funding.

Organisations and groups will be required to sign up to working with the CVS to draw up an action plan which includes a review of business plans and completing the organisational assessment within three months.

If you want to know more about this service please contact Catherine Sackey on 01268 294439 or email [catherine@bbwcvcs.org.uk](mailto:catherine@bbwcvcs.org.uk).

### **Basildon Emergency Night Shelter (BENS) set to expand this winter**

You may have read in the YELLOW Advertiser that the winter shelter scheme for homeless people in Basildon will be extended this year to run for five nights a week instead of three. We are pleased to be able to report that Basildon Council has awarded two grants to help fund the project.

Last year's scheme provided 52 people with shelter, with the longest-staying guest staying for 33 nights. The average stay was six or seven nights.

One person who stayed at the shelter last year told the organisers they believed it had saved their life, commenting: "If it wasn't for you and all the volunteers, I wouldn't be here now."



Chris Evans & Reverend Esther McCafferty are helping to organise the winter shelter.  
Picture: Martin Dalton/Yellow Advertiser

The project is being led by the borough's Homelessness Working Group. This is a group made up of a range of local providers including Project 58:7, the Citizen's Advice Bureau, the Helping Hands Food Bank, Basildon Council's Housing Options Manager, Basildon's Community Development Team and the Basildon Drugs and Alcohol Service.

All the sites are all central to Basildon, which is where the provision is most needed so it's great that the council is prepared to invest in this scheme. In addition to providing overnight shelter, the project tries to help visitors tackle their problems and improve their circumstances.

Part of the project objectives is to support the guests and identify whether they've got ongoing support needs. One of our partners last year, the homelessness charity St Mungo's, managed to help a number of the guests' progress from the street to secure accommodation."

## CHIEF OFFICER'S UPDATE

Basildon Council helped fund the project as a means to reduce homelessness, improve health and wellbeing in the borough and reduce the need for the guests to use other 'high cost public services'.

To progress the project **we are recruiting a BENS Project Coordinator**. The aim of the post will be to set up and ensure the smooth running of the Basildon Emergency Night Shelter (BENS) provision in Basildon Borough that will be running from Saturday 2<sup>nd</sup> December 2017 to Saturday 31<sup>st</sup> March 2018.

Further details can be found below in the vacancy section.

In recognition of the important contribution to the scheme last winter, Volunteers were nominated for the Basildon Volunteer of the Year awards. Best of luck to them at the awards ceremony on 17 October!

Finally, our thanks are also due to Essex Community Foundation for their contribution and support.



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We are able to give funding advice and support on funding opportunities and approaches to fundraising.

This includes:

- **FREE** access to NCVO's Funding Central identifying possible sources of funding.
- Developing and discussing funding strategies.
- Commenting on and helping with draft applications.
- Identifying and monitoring outcomes in a straightforward way.
- Exploring the best way of improving your organisation's financial sustainability.
- Identifying other useful free funding search engines to assist you in your exploration for funding.

We offer this support either at face-to-face meetings, by phone and/or by email. We have good relationships with local funders and we can also help you review applications that have been unsuccessful or help clarify any issues or problems that crop up.

For further assistance please contact Catherine Sackey on 01268 294439 or email [catherine@bbwcvcs.org.uk](mailto:catherine@bbwcvcs.org.uk).

### Heart of Pitsea Website Invitation to Tender

The Big Lottery chose a section of the Pitsea community to receive £1 million pounds of investment, over a 10-year period, as part of the Big Local Trust programme. Led by residents and called Heart of Pitsea, this project is now in its 3rd year and provides an exciting opportunity to make a massive, positive and lasting difference to the community. Heart of Pitsea does currently have a website but this is experiencing technical problems and requires an update and a refresh.

They are therefore seeking to commission a provider to redesign our website, so that they can continue to share the vision with the local community and the world at large. They would like to partner with a company that can closely work with them to refresh, develop and maintain a dynamic and visually attractive website that will be easily accessible with ease of navigation and personal interaction.

They have a preference to support local business whenever possible and to this end are ideally looking to commission our website design and maintenance to a web-designer or design team in Essex.

More information on the Heart of the Pitsea and the website can be found by clicking the attached link: <http://bit.ly/HoPwebsitetender>

## FUNDING & COMMISSIONING

If your company would like to be considered for this commissioning process, you are invited to submit a tender. It is anticipated that the commission will be deciding by mid-October so if you are interested, please submit your tender (by e-mail only) before the deadline of 31 September 2017.

Tenders are being accepted via application form. To request a Tender Application form email: [admin@heartofpitsea.co.uk](mailto:admin@heartofpitsea.co.uk)

**Deadline:** 31 September 2017.

### **Brentwood Mental Health and Wellbeing Small Grant Scheme 2017**

Brentwood Borough Council is committed to working with partners to help improve mental health and wellbeing within the local community.

Brentwood's Mental Health and Wellbeing Small Grant Scheme has been set up to give Brentwood Communities the opportunity to promote local initiatives to support the mental health and wellbeing of people living within the Borough. The fund has £10,000 available in total in the current financial year and grant of up to £1,200 is available for applicants.



The Brentwood Mental Health and Wellbeing Small Grant Scheme will open for applications on 30th June 2017 and will close on 1st October 2017.

All bids will be assessed and reported to the health and wellbeing board in Autumn 2017, when a decision on the allocation of funding will be made. Applicants should expect to receive a response to their submitted application by the latest of 1<sup>st</sup> November 2017.

The Council is inviting bids from individuals, groups and organisations for a share of the funding on offer for local causes and projects that will support and improve mental health and wellbeing for local people. All applications must benefit Brentwood's communities. Project must be delivered in the Borough and take place between 1st November 2017 – 1<sup>st</sup> November 2018.

The maximum amount that can be applied for is £1,200. There is no minimum amount.

You can apply for funding using the Brentwood Mental Health and Wellbeing Small Grant Scheme application form, which is linked on the Brentwood Borough Council website [www.brentwood.gov.uk/funding](http://www.brentwood.gov.uk/funding).

Please read the information and guidance notes thoroughly before completing the application form and ensure that you return the application form together with any attachments and supporting documents (see checklist) to [mhfunding@brentwood.gov.uk](mailto:mhfunding@brentwood.gov.uk) by 1st October 2017 at the latest to ensure that your application is considered. For any advice, support, guidance or any queries relating

## FUNDING & COMMISSIONING

to the completion of the form please contact [mhfunding@brentwood.gov.uk](mailto:mhfunding@brentwood.gov.uk) or telephone 01277 312645

**Deadline:** 1 October 2017.

### Veolia Trust

The Trust is committed to supporting community and environmental projects across the UK. These could include projects aiming to install or enhance play areas and skate parks, restore footpaths and green spaces, protect natural habitats, improve community halls and restore churches.

**Deadline:** 5 October.

Veolia North Thames Trust is considering another round of funding for community and voluntary organisations soon. We have scheduled appointments for interested organisations for a phone-in on Monday 2<sup>nd</sup> October with Gary Baker from the Trust to talk through their projects and the process of applying for a grant. There are no more slots for this event.

However, Gary Baker is available for telephone discussions and we advise you check up the details of the funding criteria before you call. Please go to:

<http://www.vntt.co.uk/applying-for-funding/>

You can contact Gary on 07919 114 635. Alternatively you can contact Catherine Sackey, CVS Funding and Development Service Manager (01268 294439) or by email to [Catherine@bbwcv.org.uk](mailto:Catherine@bbwcv.org.uk).

### High Sheriff of Essex Awards Scheme is now open

The High Sheriff of Essex Awards Scheme is now open for applications. Due to the number of Funds that the ECF now manage which support community safety related projects, the amount that voluntary groups can apply for has increased to **£5,000**.

These grants are to support those working to make their communities safer and better places in which to live.

Projects which have received grants previously include diversionary activities for young people, schemes which highlight the dangers of financial scams, educational programmes about drug and alcohol misuse and initiatives which support victims of crime.

For community and voluntary organisations to apply for a grant and for more information, [click here](#). Please note, there is a specific application form.

**Deadline:** 1 December and decisions will be made in February.



### Sport England Inactivity Funding workshops – Thursday 5th October

Sport England has announced the £3 million inactivity funding which will support inactive people from lower socio-economic groups. They are looking for partners who can reach them and help change their lives for the better.

- £2 million will support larger projects from £25,000 up to a maximum of £500,000 aimed at **inactive people who are in employment**.
- £1 million will support projects between £25,000 and £100,000 aimed at **inactive people who are far less likely to have a steady income, or any income at all**, and face more extreme disadvantage.

Five per cent of the total fund (£150,000) will be used to fund smaller awards between £1,000 and £10,000. This can be used to support the two groups of inactive people described above.

There are 2 workshops are running on Thursday 5th October at the Hamptons Sports and Leisure club, Chelmsford. Kerry McDonald will offer a detailed overview of the fund, what Sport England are looking for in projects, what organisations should apply and the type of partnerships they will support. He will share his top tips and offer support around your project idea. Active Essex team members will also be present to support the development of your project.

To book your free place on the workshop then please click on the link below:

<https://www.activeessex.org/sport-england-inactivity-fund-workshop/>

**Deadline:** For submission of expressions of interest (awards greater than £25,000): 5pm on 6 November 2017

**Deadline:** For submission of applications for a small award: 5pm on 6 November 2017

### Connected Communities Innovation Fund



Nesta and the Department for Digital, Culture, Media and Sport (DCMS) have partnered to deliver the Connected Communities Innovation Fund.

Recently there has been a huge focus on youth social action, as seen through the [#iwill](#) campaign. However, Nesta want to ensure that people across the lifecycle have social action opportunities that suit their needs and interests. Funding will be available for innovations that enable a wider group of volunteers to give their time and skills including:

- People aged 50 and over
- People who want to give less intensively
- People who want to connect online

## FUNDING & COMMISSIONING

Projects must address the following themes:

- Community connections and thriving places
- Community resilience in emergencies
- Digital Innovation
- Improving our environment

Who can apply: Public services, charities, social enterprises and partnerships. Projects must show how they advance Nesta's [charitable objects](#) for public benefit. Maximum grant:

There are two separate funding tracks:

- Early Stage Ideas track: grants of between £50,000 and £75,000, along with non-financial support over 12-18 months to test concepts.
- Growing Great Ideas track: grants of between £100,000 and £250,000, along with two years of non-financial support, are available for innovations already in place and ready to scale.

**Deadline:** 30 October 2017

### Crowdfunding – The Essex Crowd

Did you know that there is a new £500,000 fund on offer to support local projects that people love thanks to Essex County Council? Formally launched on Monday 25 September the idea is to help transform *more good ideas into good activity on the ground*. That's why Essex County Council has committed the resource to help support projects that make a difference locally. More information can be found on the attached link which can be downloaded here:

[download the presentation from the event here.](#)

#### Do you have a project idea?

If you have an idea you wish to turn into practice that why not go along to the Art of the Possible for the latest crowdfunding workshop on the 17th of October and learn the skills behind running a successful crowdfunding campaign. [Register for your free place here.](#)

There are other ways to help. For example, interested in supporting projects? Then discover all the projects fundraising in Essex by [following the Movement here](#) and consider pledging funds, skills and stuff to help make them a success.

#### Any questions?

Learn more about [The Essex Crowd initiative here](#), check out their FAQs [here](#) or send an email to [info@spacehive.com](mailto:info@spacehive.com).

Let's see the creativity of communities across Essex and Basildon come to life!

# VOLUNTEERING - TIMEBANKING

If you want to fill your volunteering opportunities feel free to contact Emily at [Volcentre@bbwcvcs.org.uk](mailto:Volcentre@bbwcvcs.org.uk) or call 01268 294420.

## Timebanking comes to Basildon & Billericay

BBWCVS has recently taken on the management of the Wickford Timebank project. This, volunteer-led, initiative has been running in Wickford for a number of years.

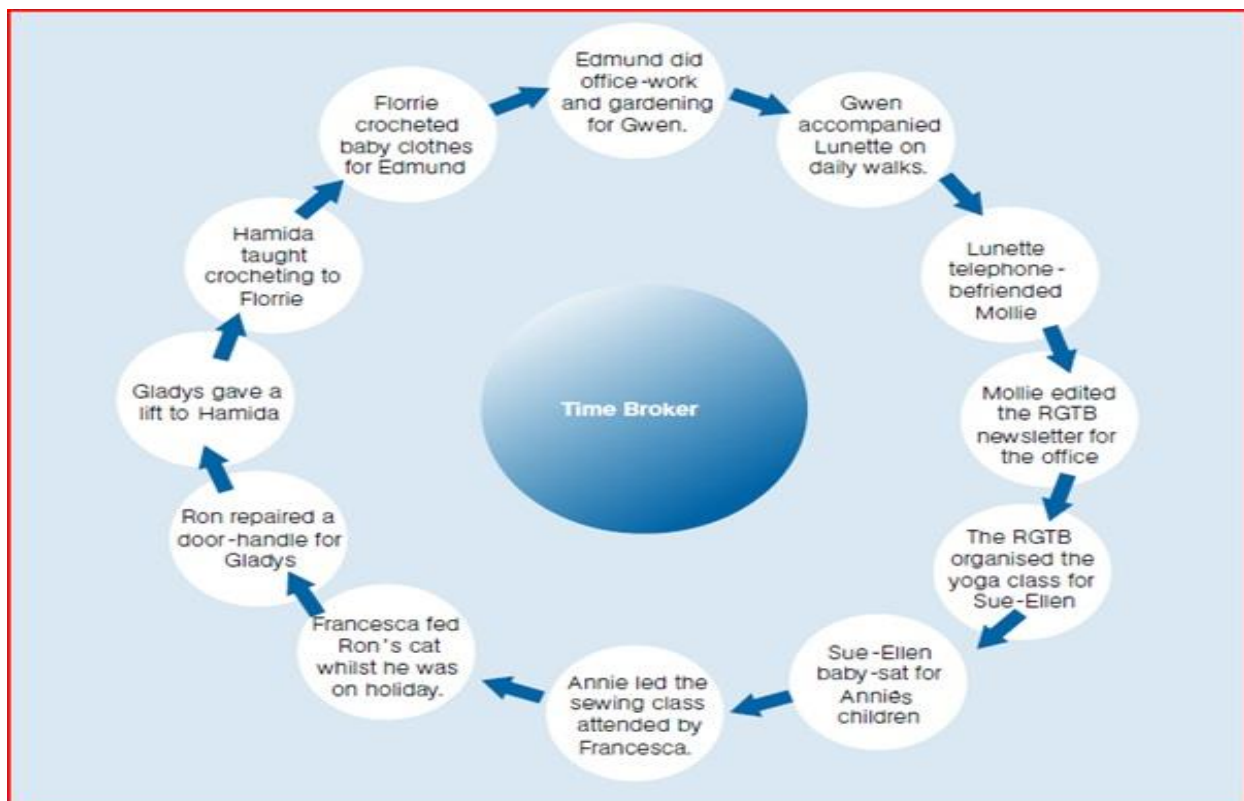


We are now expanding the Wickford Timebank into a borough-wide Basildon, Billericay & Wickford Timebank so that members can share a wider range of skills and meet a greater number of community needs.

### What is Timebanking?

Timebanking is a means of exchange used to organise people and organisations around a purpose, where time is the principal currency. For every hour participants 'deposit' in a timebank, perhaps by giving practical help and support to others, they are able to 'withdraw' equivalent support in time when they themselves are in need. In each case the participant decides what they can offer.

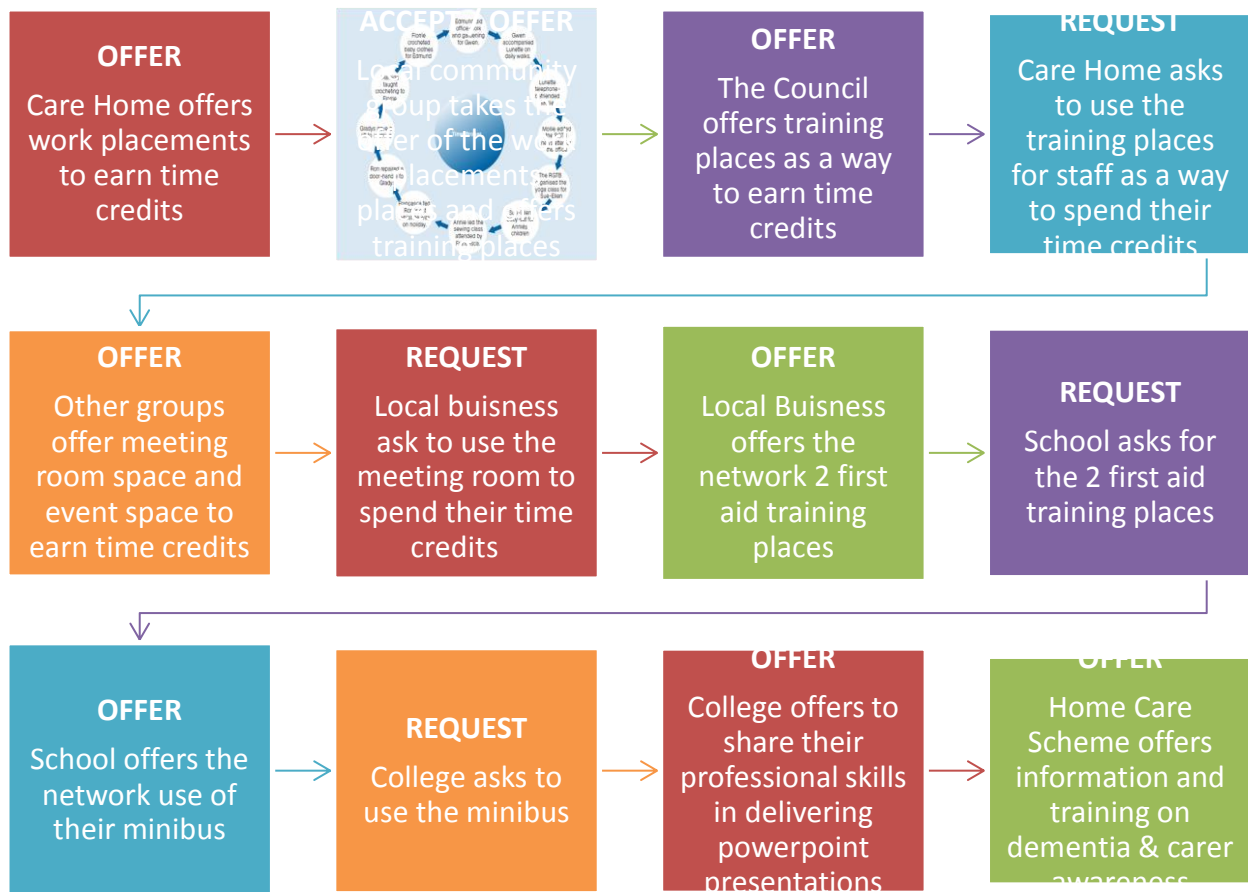
Everyone's time is equal, irrespective of the skills exchanged. Because timebanks are just systems of exchange, they can be used in an almost endless variety of settings. Traditionally these settings have been divided into three categories:



## VOLUNTEERING - TIMEBANKING

**Person to Person:** These might be ‘standalone’ timebanks, perhaps in a local community, where residents might organise social action using the principles of an hour for an hour. This might typically see a timebank member earning a time credit by doing the shopping for an elderly member of the timebank, and then spending that time credit on getting somebody else to provide baby-sitting support at a time when they are busy.

**Person to Organisation:** This model might see organisations using timebanking as a tool for achieving their own outcomes and goals. In this instance, the timebank might be interwoven into the fabric of the organisation, so that their own activities can be organised through a system of time exchange. For example, a hospital might wish to provide a home-care service for patients who have left the acute care setting but are still in need of support –perhaps somebody with a broken leg for example. The hospital would then organise the informal support needed, such as help with cooking meals, doing shopping or running basic errands, using a timebank to incentivise the giving of help rather than paying professionals in the traditional manner.



**Organisation to Organisation:** Timebanks can also work between organisations, as a system for trading assets and resources. Organisations, such as local businesses or public sector agencies, might place access to some of their resources into the timebank. This might be the use of a minibus or sports hall, or particular skills that they have such

as graphic design or legal advice. Organisations in the timebank can then share, trade and exchange a range resources based on the hour for an hour principle.

In reality timebanks are most sustainable when these boundaries are withdrawn, and the three models are brought together. In that way, people, organisations and public services can be brought together in timebanking marketplaces where skills, support and physical assets can be exchanged in an equitable manner.

If you would like to find out more about timebanking please contact the Basildon, Billericay & Wickford Timebank Coordinator, Tricia, on 07950 142 637 or email

[bbwtimebank@bbwcvcs.org.uk](mailto:bbwtimebank@bbwcvcs.org.uk)

### **DCMS calls for evidence regarding full time volunteering**

DCMS has commissioned Steve Holliday, former Chief Executive of National Grid plc, to chair an independent Full-Time Social Action review.

This will consider what the voluntary sector, industry and, if needed, government can do to support full-time volunteering. The review will work with a variety of stakeholders to develop recommendations, including consultation with the voluntary sector, young people, employment and regulatory experts, economists and parliamentarians.

**Deadline:** The consultation ends at 11.45pm on 13 October. See the link below for more:

[DCMS calls for evidence regarding benefits of and barriers to full-time volunteering](#)

### **BBWCVS Volunteer Managers Forum**

Our next Volunteer Managers Forum will take place at the George Hurd Centre on Tuesday 10th October 2017.

This forum is for people who, whatever their role, whether paid or voluntary, co-ordinate/manage any number of volunteers.

**What is it about:** The Volunteer Managers Forum offers an opportunity:

- For local volunteer managers to get to know each other, benefit from mutual support and also to get to know more about other third sector organisations working in their community
- To find out about the support available from the Basildon Billericay & Wickford Council for Voluntary Services & Volunteer Centre.

## VOLUNTEERING - TIMEBANKING

- To share best practice and find new ways of working that could help your organisation.
- To promote your organisation and network with other local volunteer involving organisations.

This group meets quarterly with issues identified by the group forming the central part of the agenda.

### **More information & Tickets:**

For more information and to book tickets [click here](#)

### **ASPIRE - Growing Leadership in the Voluntary and Community Sector**

A new 12 month leadership opportunity is commencing November 2017 offering a personal programme for fifteen senior professionals working in the voluntary sector.

This is a unique innovative programme designed to train and develop the next cohort of voluntary sector leaders in Essex. The programme offers bespoke development aligned to your personal goals and leadership vision and will include placements/research trips in the social and public sector as well as learning network and events to share your work.

The programme is delivered for the Essex Partnership by Humans Being, a global Organisational Psychology Consultancy helping clients attract, hire, look after and grow their people. **Find out more and apply:**

- Click [here](#) to download the applicant information sheet
- Click [here](#) to access the online candidate application form
- Click [here](#) to access the online nominator form

For any queries about the application process or to request an application form in an alternative format, please e-mail [aspire@humansbeing.co.uk](mailto:aspire@humansbeing.co.uk)

**Deadline:** Applications must be received by Midday on Monday 16th October 2017



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### **Free fundraising training available**

A range of free and low cost training opportunities are now available through the Department for Digital, Culture, Media and Sport's fundraising training programme for small charities. The training is open to small charities and community groups with an annual income of up to £1 million, which have a local focus within England. The Foundation for Social Improvement (FSI) has been selected to run the programme in partnership with the Small Charities Coalition, Localgiving and the Charities Finance Group.

The first year of the training programme has been launched with a range of training opportunities including: face-to-face training, intensive one-to-one advice sessions, skilled volunteering matches and webinars. Topics include: developing a fundraising strategy; fundraising from trusts and foundations; developing corporate relationships; crowdfunding and online fundraising.

The full programme of all training opportunities be found on the [FSI website](#). The

nearest face-to-face training events now open for booking are:

**London Masterclass** – 5th October 2017

**London Masterclass** – 19th October 2017

(Please note: You will need to register as a member of the FSI in order to book the training opportunities. Membership is free to small and local charities and community groups.)

### **New Bursary Programme**

The School for Social Entrepreneurs have partnered with The Mercers' Company to run a bespoke programme for leaders of small to medium sized charities and not-for-profit enterprises. If you're the CEO (or in a senior management position) of a small to medium sized organisation with a minimum turnover of £15,000 and maximum £350,000 in the last financial year please do apply. It's a free course and comes with a bursary of £3000.

Click on the attached link for further information: [New Bursary Programme from SSE](#)



### Essex Health Watch

Congratulations to the Essex Healthwatch Information Team who were named the best in the country earlier this year and now we are looking for a new [Information and Signposting Officer](#) to join the team.

If you are an engaging and effective communicator then apply by **6<sup>th</sup> October**.

### PROJECT DEVELOPMENT OFFICER: JOB DESCRIPTION & PERSON SPECIFICATION



DIAL have secured funding from the Peoples Health Trust “Active Communities” Programme to develop and deliver a new project to disabled people and carers living in Basildon.

#### Application Process:

To apply for the position please send a CV and a covering letter to Mrs. Janet Stevens at DIAL SOUTH ESSEX, The Beehive, West Street, Grays, Essex, RM17 6XP or by email to [jan@dialbasildon.co.uk](mailto:jan@dialbasildon.co.uk)

In your covering letter can you please address how you meet the points listed in the Person Specification in your own handwriting (**not typed**). These are attached:



Job Description & Person Spec.docx



Covering Job Vacany Letter.docx

This can then be scanned and emailed with your CV if using this option for applying. They will only be able to contact those people who are shortlisted.

**Closing Date:** Friday 29<sup>th</sup> September 2017

Interviews will be held on Thursday 5<sup>th</sup> October 2017

### Basildon Emergency Night Shelter (BENS) Project Coordinator

We are recruiting for the position of the BENS Project Coordinator. The aim of the post will be to set up and ensure the smooth running of the Basildon Emergency Night Shelter (BENS) provision in Basildon Borough. This will be operational from Saturday

2<sup>nd</sup> December 2017 to Saturday 31<sup>st</sup> March 2018. The Coordinator will report to the Homelessness Working Group (HWG) and will be hosted by BBWCVS.

The post is for 20 rs/pw and will require some evening and weekend working. **The post is fixed term** until 30<sup>st</sup> April 2018

SALARY: £11.50 per hour

For more information please contact Chris on 0126829 4781 or by email to [admin@bbwcvcs.org.uk](mailto:admin@bbwcvcs.org.uk)

**Deadline:** The closing date for this position is Monday 16 October at 4.30pm.

## Re-launching the Essex Alliance

The Essex Alliance, along side the Essex CVS network, exists to raise the voice of the community sector and, by extension, the voice of the people of Essex.

They are holding a relaunch of the alliance and want to showcase some of the great things happening across our county.

**Date:** Tuesday 31 October 2017 Time:1.30pm to 4pm

**Location:**

The Archer Centre,  
East Street,  
Braintree  
CM7 3JJ

[Book Now](#)

By clicking Book Now, you will be taken to Eventbrite who will hold your information. Please make yourself familiar with their privacy policy.

## VCS CALENDAR FORCOMING EVENTS

VCS Event Diary/Calendar 2017		
Date	Event	Contact
<b>Tues 10 Oct 13:30-15:30</b>	BBWCVS Volunteer Managers Forum	<a href="mailto:volcentre@bbwcvvs.org.uk">volcentre@bbwcvvs.org.uk</a>
<b>Tuesday 17 Oct at 17:30- 19:00</b>	The Art of the Possible Crowd Fund event The St George's Suite, The Basildon Centre,	<a href="mailto:info@spacehive.com">info@spacehive.com</a>
<b>Thurs 16 Nov</b>	Basildon CVS Annual General Meeting	<a href="mailto:Chris@bbwcvvs.org.uk">Chris@bbwcvvs.org.uk</a>
<b>Wed 22 Nov 1- 4pm</b>	Basildon Disability Equality Forum Civic Centre Room 2	
<b>Mon 11 Dec 10-12.30pm</b>	Basildon CVS Networking Forum Committee Room 2 at the Basildon Centre, St. Martin's Square	<a href="mailto:Catherine@bbwcvvs.org.uk">Catherine@bbwcvvs.org.uk</a> <a href="tel:01268294439">01268 294439</a>

To book a place or for further information please use the identified contact. This calendar will be regularly updated throughout the year, so if you have events you wish to add please let us know.

### Contact Us

For more information on articles in this bulletin or to advertise an event, training or information about your organisation in our next bulletin, please call 01268 294124 or email [admin@bbwcvvs.org.uk](mailto:admin@bbwcvvs.org.uk)