

Newsletter

January, February, March 2006

ACCESS LEARNING CENTRE LAUNCH

The Access Learning Centre's Open Day held on Dec 1st 2005 was very well attended and was combined with RAKAT's AGM and the launch of both the Youth and Kingston Enterprise minibuses.

"What has been developed at the Centre is a tremendous opportunity to raise awareness of issues related to ICT accessibility for people with or without perceived ability issues."

Paul Allen, Superhighways ICT Support Worker

"The Centre will be a great resource for my project. I will be able to refer both the organisations I am targeting and the individuals with disabilities wishing to volunteer to the Centre for information and advice."

"Through raising awareness, group training and 1:1 support we will be able to increase volunteering opportunities for people with a range of disabilities."

Chris Guinness, Supported Needs Co-ordinator at Kingston Volunteer Centre

AbilityNet gave a presentation on assistive technologies and talked about the advice and consultancy they provide (see page 3). Other groups attending the Open Day included KCIL (Kingston Centre for Independent Living) and PAMS (Positive Action for Multiple Sclerosis).

KVA is currently fundraising for a Centre Manager, but in the meantime have arranged for AbilityNet to come back and run three more training and assessment days. These can be tailored to meet the needs of the voluntary and community sector in Kingston, and so we are encouraging groups to come forward with ideas for sessions to benefit staff / volunteers or clients / users.

Please contact Kate White on 0208 255 8040 to discuss potential sessions.

See Page 3 to find out more about the Centre.

The Access Learning Centre is a Partnership project between Kingston Voluntary Action, Richmond and Kingston Accessible Transport and the Superhighways project.

Inside this edition:

Page 3	KVA News
Page 4	News
Page 5 & 6	Local Bulletin
Page 7	Money Matters
Pages 8 & 9	Health & Social Care
Page 10	Training
Page 11	Training
Page 12	Notice Board

AbilityNet giving a presentation on assistive technologies

KVA Staff

KVA:

Hilary Garner, Chief Executive

Lynda Evans, Deputy Chief Executive

Jackie Bennett, Business Manager

Linda Palmer, Finance / Admin Worker

Barbara Riddell, LiNC Development Worker - Kingston

Sanja Djeric-Kane, LiNC Development Worker - Sutton

Maria Tunmer, Health & Social Care Manager

Zahida Saddiq, Community Development Worker

Kingston Furniture Re-use Development

Project - Justin Caney, Project Manager

Dave Cook, Jim Christmas - Driver/Warehousemen

Superhighways Partnership Team

Kate White, Project Manager

Pat Stanley, Training Manager

Marcus Otite, Maher Al-Ugaily, Paul Allen, Ngozi Mayo, ICT Support Workers

Community Accountancy Self Help (CaSH) Worker

Julie Woodhouse

Partnership Worker

Jacqui Finn, South London CVS Partnership Co-ordinator

Mission Statement

KVA exists to promote and encourage the development of Kingston's voluntary sector; and to facilitate communication between the voluntary sector and the statutory authorities and the public.

Newsletter Information

KVA's Newsletter is distributed free of charge four times a year to all known voluntary organisations in the Borough, key personnel in the statutory sector as well as local councillors. Copies are also distributed to libraries, doctors' surgeries and schools. The Newsletter provides an opportunity to promote your organisation or forthcoming events. We welcome material and comments for inclusion. Inserts can be included by prior arrangement. Insert costs are £35 for statutory bodies and £20 for voluntary organisations. The Newsletter can be put on tape if required.

If you have an amendment to our mailing list please contact Linda Palmer, lindap@kva.org.uk tel: 020 8255 3335. We are always looking for articles, news and information on matters affecting voluntary and community groups in Kingston. If you would like to submit an item to the Newsletter please contact Linda Palmer on lindap@kva.org.uk or phone 020 8255 3335.

Copy Deadlines

Spring Edition (April/ May/ June 06): 13 March 06

Summer Edition (July/ August/ September 06): 15 June 06

COMMUNITY FUND
Lottery money making a difference



South London **CVS** Partnership
strategic but local



Kingston **NHS**
Primary Care Trust



THAMES
COMMUNITY
FOUNDATION



Disclaimer – information contained in the Newsletter & inserts come from a wide range of sources. Opinions or statements expressed may not necessarily reflect those of KVA.

KVA aims to ensure all information is correct and up to date.

KVA Membership. Membership of KVA is open to all voluntary and community groups who are based or work in Kingston. For details of how to become a member contact Linda Palmer, email lindap@kva.org.uk

A grant from the ChangeUp capital fund, enabled the Centre to source a range of assistive technologies from screen reading software to alternative input devices such as switches and joysticks.

AbilityNet provided a very valuable consultancy service and we hope to continue working with them around training and assessments delivered from the Centre in the future.

The Centre will:

- Offer local voluntary and community organisations training and best practice information on the use of specialised ICT equipment and software, in order to develop workforce development opportunities (both volunteering and paid employment) for people with disabilities.
- Showcase assistive technologies to clients and members of community and voluntary organisations, providing a facility where individuals can come and try out the specialist equipment.
- Offer ICT training to voluntary and community organisation's staff and volunteers through the Superhighways project

A website is under construction and due to be launched in March 2006 see:

www.accesslearningcentre.org.uk

Last November KVA combined its 37th AGM with another networking event for the voluntary and statutory sectors which had a 'Money Matters' theme.

Once again this was very successful and we hope the various presentations made will prove useful to all those who attended. For those who were not able to come along, below are the contact details for further information about funding opportunities/financial planning :

The Wates Foundation
Tel: 01372 861000
www.watesfoundation.org.uk

Comic Relief
020 7820 5555
www.comicrelief.org.uk

Thames Community Foundation
020 8943 5525
www.thamescommunityfoundation.org.uk

Open4Community
020 8547 6072/6068 (RBK Voluntary Sector Unit)
www.open4community.info/thames1

Financial Planning - Julie Woodhouse, CaSH Project Worker based at KVA on Tuesdays and Wednesdays contact her at cash@kva.org.uk

Reminder - people on low incomes are able to buy furniture at low cost from the Community Furniture Re-use Project . If you know anyone in need of such items, please refer them to the Project, tel. no. 020 8942 5500, as it is necessary to make an appointment first to arrange a viewing. See Page 12 for information about furniture donations and volunteering opportunities.

'A very informative issue - well done and thanks for such a good read' - we were very pleased to receive this favourable comment from one of our affiliated organisations about a recent edition of our newsletter ... it makes it all worthwhile!

With this in mind we want to ensure that our mailing list is up to date and that the newsletter is reaching the right person. If there are any changes in your details, please could you return the enclosed form either by fax to 020 8255 8804 or send free to Admin, Kingston Voluntary Action, Freepost KT4464, Canbury Park Rd, Kingston KT2 6BR

News

Age Discrimination Draft Regulations

The DTI has published its draft regulations on age discrimination. If they come into force, the new regulations will:

- Prohibit all enforced redundancies below the age of 65, except where it is objectively justified.
- Make it unlawful to discriminate against someone on the grounds of their age with respect to recruitment, promotion and access to training.
- Require employers to inform employees, at least six months in advance and in writing, of their intended retirement date. The purpose of this is to allow employees to plan for their retirement.
- Make the upper qualifying age limit for unfair dismissal and redundancy rights obsolete - so people over the age of 65 will be able to bring claims.
- Impose an obligation on employers to consider a request by an employee that they be allowed to continue working beyond 65.

The draft regulations, consultation document (112 pages) and a summary (20 pages) are at www.dti.gov.uk/er/equality/age.htm.

All employers should start looking now at their employment procedures, employment handbooks and retirement provisions. While the exact details of the legislation will not be finalised until well into 2006, the basic shape is now becoming clear and employers should ensure they are able to comply by the time it comes into effect on 1 October 2006.

To help this process, ACAS issued on 6 June 2005 a new advisory leaflet on recruiting, planning for the future and managing older workers. *Employing older workers* is at www.acas.org.uk/media/pdf/m/j/AL09_1.pdf.

The Age Partnership Group, a government initiative, has issued a *Be Ready* filofax-type personnel organiser with useful information, a CD-ROM with an age diversity open learning course, and a newsletter. All are free and can be ordered at www.agepositive.gov.uk/

Charities Bill moves to the Commons

The final stage of consideration of the Charities Bill in House of Lords took place on Tuesday 8th November. The debate can be found at <http://digbig.com/4ffnq>. The Bill will shortly be republished as amended, at

<http://www.publications.parliament.uk/pa/ld200506/ldbills/027/2006027.htm>

but dates for debate in the Commons have yet to be fixed. The Charities Bill team at the Home Office now says that it seems very unlikely that it will get passed into law before early summer 2006.

Proposed Charitable Incorporated Organisation

The Charities Bill includes provision for a new legal structure of **Charitable Incorporated Organisation (CIO)**, which will have the advantages of legal personality and limited liability, but without the confusions of dual registration (and dual accountability) with the Charity Commission and Companies House. The provisions are outlined in Schedule 7 to the Charities Bill and will be expanded in regulations. The CIO (Welsh equivalent - SCE) will have a straightforward constitution and will register with and be accountable to the Charity Commission. The provisions will apply only to England and Wales although similar legislation is likely to be passed in Scotland and could also be passed in Northern Ireland.

It was originally proposed that the CIO would be available in a two-tier format (members and trustees) suitable for a membership organisation and a single-tier "foundation" format where a membership is not required. The Bill allows only for a two-tier structure but the members and trustees can be the same people.

Schedule 7 contains provisions under which a charitable company or charitable industrial and provident society will be able to pass a resolution to convert to CIO. These provisions will not apply to exempt charities, or if the company or IPS has a share capital and any of the shares are not fully paid up.

The Children's Network

The Children's Network is a joint initiative between KVA and the Royal Borough of Kingston with 56 members made up of voluntary or community groups working with children, young people and their families. The Network covers a wide range of interests, including language schools, arts and theatre groups, sports and leisure groups, and family support groups.

Training courses are provided, for instance free child protection training and organisations can use RBK to obtain Criminal Records Bureau checks on staff and volunteers. Regular meetings keep members up to date on changes taking place in children's services, both nationally and locally, and what work group members are doing or planning to do in the Borough.

The next meeting is on 29th March 2006 at the Shiraz Mirza Community Hall, Norbiton, between 7pm - 9pm, including light refreshments.

The theme for the next Children's Network meeting will be the Integration of Children's Services presented by Jill Roucroft, Directorate Head of Social Inclusion, on the work being done on Holiday/summer play schemes. The meeting will be of particular interest to those groups that do or hope to do some form of activities for children and young people during the holiday period. Other presenters will include Louise Duffield, the Children's Fund manager, Neil Beckett from the Community Church, Surbiton and (to be confirmed) the Youth Parliament member for Kingston.

To book a place at the next meeting or to become part of the Network contact either Patricia Turner at RBK (patricia.turner@rbk.kingston.gov.uk or phone 020 8547 6024) or Zahida Saddiq at KVA on communitydevelopment@kva.org.uk or phone 020 8255 3335.

Kingston Dyslexia Association

aims to support dyslexics of all ages, their families and teachers and to raise awareness of dyslexia. They provide the following services:

KiDDI - Drop in centre the last Saturday of each month from 12.30-2 pm at Kingston Children's library where advice is provided and an opportunity for people to discuss their concerns in an informal environment and also borrow books and tapes.

Helpline 07961 37 55 61

Befriender Service - providing support to parents who are in discussions/negotiation with education authorities.

KDA is also running a series of talks on Thursday evenings, 7.30pm, at the Parish Hall, Christchurch Centre, Coombe Road, New Malden as follows :

19 January - 'Visual Thinking'

23 February - 'Learning through Games'

16th March - 'Maths'

Cost : £5 per talk

More details can be found on the website kingstondyslexia.org.uk or phone Louise Lee on 020 8549 4771.

Mentors Required

Are you interested in supporting people back to work?

We are looking for volunteer mentors to support and encourage people who have been unemployed for some time in the Kingston area. Training will be provided.

For more information contact Kingston Advocacy Group on 020 8549 1028

Kingston Peace Council/C.N.D meet every 2nd Wednesday 7.45pm at Kingston Methodist Church, Fairfield South. Sometimes we have a speaker or a video, sometimes discussion on current events and planning of future activities. We're very friendly and welcome new members so please come along.

For more information phone Rosemary 020 8399 2547 or email rosemaryadd@aol.com

Local Bulletin

Innovative project launched to establish green credential

Kingston Council is launching a pilot project to encourage voluntary organisations to become more environmentally friendly. The project will provide training and networking opportunities aimed at encouraging organisations to make a positive contribution to their environment. This will include an environmental seminar in April.

The project aims to produce a set of case studies, which examine how organisations that work with the community which are not necessarily environmental, with the right information and skills, can incorporate an environmental agenda in the work they are already doing without increasing the work load.

It is hoped that the project will establish a diverse network of 'green' organisations, that will contribute to a better future for all and that a "green credential" could be developed.

Voluntary organisations already registered to take part in the project include; the Real Nappy Network, Kingston Volunteer Centre, Me We, Refugee Action Kingston, Learn English at Home, Kingston University Students' Union, Kingston Chamber of Commerce, Kingston Voluntary Action, Kingston Advocacy Group and Save the World Club.

For further information or to join the pilot project contact Carlos Queremel, Kingston Council's Community Environment Officer on 020 8547 5347 or at carlos.queremel@rbk.kingston.gov.uk.

Raise your profile with free website design and hosting

If you have been wishing that you could get your group on the web, but didn't know where to start, then a new project from RBK could be the solution you have been looking for.

The project gives community groups and neighbourhood committees in the borough the opportunity to register for free web space and build their own site with just a few clicks of the mouse. You can even transfer content from your existing website. You don't need to be a technical whiz, as the software has been built with ease of use in mind and if you are still unsure, RBK are offering an initial training session on January 27th 2006 in Guildhall 2.

Kingston Voluntary Action through the Superhighways project have been working with RBK to provide a voluntary and community sector perspective during development of the website tool. "We are very excited to be working with RBK to offer community groups the chance to raise their profile in this way. We hope that many groups in the borough will take advantage of this opportunity to promote their work to a wider audience, and will be providing support to groups to achieve this." Kate White, Superhighways Project Manager.

For more information, please contact Anna Smith, Project Manager. (anna.smith@rbk.kingston.gov.uk) or Maher Ugaily (maherugaily@superhighways.org.uk) ICT Support Worker for Kingston.

Jigsaw4u

Children's Grief Support Group

Jigsaw4u is a children's charity that offers support for children and families who have been bereaved of a parent, sibling, or someone significant in their lives.

The Grief Support Programme is a seven week support group where parents, children and young people can meet others in similar situations and share experiences and feelings.

The next round of Grief Support groups will start in January 2006 at the Surbiton Children's Centre.

If your family could benefit from the service that Jigsaw4u offers, please phone Claire Powell for further details - 020 8687 1384

Volunteers needed

Would you be interested in doing something really useful, personally rewarding and also fun? Could you become a Buddy to a child or young person who has suffered the death of someone close to them?

You would be offered a full training programme with ongoing support and work together with trained staff. Please phone Claire Powell for further details - 020 8687 1384.



What is **Awards for All**?

Awards for All is a Lottery grants scheme aimed at local communities. We award grants of between £500 and £5,000 in a simple and straightforward way.

How can we help your organisation and community?

We can fund projects that enable people to take part in art, sport, heritage and community activities, as well as projects that promote education, the environment and health in the local community.

You can apply at any time

- The application form is short and simple
- There are links to guidance notes and sources of help
- You will be told if you are successful or not within 8 weeks

If you are planning a project and you need between £500 and £5,000 then **Awards for All** may be able to help you. Sometimes quite small sums of money can have a big impact. We hope these awards will make a real difference to communities.

For an application pack call: 0845 600 2040 or download it from www.awardsforall.org.uk

The **Local Network Fund** is for children and young people. Groups can apply for grants of between £250 – £7000. Their priorities are isolation and access, economic disadvantage, aspirations and experiences and children's voices.

Local Panel Meetings are held 6 times a year. You will have a response to your application within 6 weeks of the closing date.

Check out www.thamescommunityfoundation.org.uk for further information and to download an application form.

Big Lottery Fund Launches Reaching Communities

The Big Lottery launched Reaching Communities, an exciting new England wide programme that will provide funding to help improve local communities and the lives of people most in need.

Reaching Communities will give grants of more than £10,000 and up to £500,000, including a maximum of £50,000 for capital grants. They have set a maximum overall project size of £750,000 and £200,000 for the total capital element within a project. They will fund projects for up to five years.

If you have any queries about this programme, please contact the BIG Advice Line on **0845 410 20 30** where you can also obtain a Reaching Communities pack and guidance notes.

Alternatively you can download the pack and guidance notes by clicking on the link below. The PDF version of the outline proposal form is for printing out and filling in by hand. Or you can fill in the RTF version of the form in and email it back to

At its recent AGM, **Richmond & Kingston Accessible Transport (RaKAT)** launched its youth bus, a new 14 seater accessible mini-bus. Kingston Boys Club made a generous donation towards the cost of this bus which will increase the provision for youth groups in the area.

Find out more about this and the North Kingston Enterprise project which provides low cost door-to-door travel for Kingston residents with mobility problems, from RaKAT, tel. no. 020 8481 0031.

Kingston Boys Club are inviting voluntary and community groups in the borough of Kingston-upon-Thames to apply for small grants to support work and projects related to young people. Please send your initial application to :

KBC Trustees
c/o Palmers Solicitors
89/91 Clarence Street
Kingston, Surrey, KT1 1QY

Health & Social Care

Information Service for Children with Disabilities and their Families

The Information Service has been funded in a joint venture between North Surrey Group Scope, Kingston Council (Learning and Children's Services), Kingston Hospital NHS Trust and the Kingston Primary Care Trust.

Run by Caroline Baxter, the service will offer practical advice on a wide range of issues including education, social support and benefits for disabled children in the Royal Borough of Kingston upon Thames. The service is available to parents of children aged 0 – 19 years. The service aims to help parents with the vast range of issues that can occur at any time from diagnosis to transition to adult services.

Caroline can also assist parents from neighbouring boroughs to access their own local services.

The information service phone lines are available daily (Monday to Friday) between 9.30am – 12.30pm and on Monday evenings between 5 – 7pm, making it easier for working parents to get advice.

Alternatively you can make an appointment to meet Caroline at the Information Service office which is based at the Maple Children's Centre, Kingston Hospital.

For more information contact Caroline Baxter on 020 8546 7711, ext. 6378 or email Caroline.Baxter@kingstonhospital.nhs.uk

~~~~~

## Commissioning a Patient Led NHS

To update on the current changes that are ongoing in the NHS: following recent proposals for the reconfiguration of Primary Care Trusts it is now expected that for the foreseeable future at least, London PCTs will remain coterminous with their local authority boundaries.

Consultations are now underway on the proposal to create one Strategic Health Authority for London instead of the existing five regional SHAs. This organisation would be coterminous with the Government Office for London.

Kingston Primary Care Trust (KPCT) is now organising an urgent and radical programme of change to achieve the required financial savings for the NHS whilst maintaining a professional service. A new system of Practice Based Commissioning (PBC) will be in place to commission local services.

Partnership Funding had been a topic of concern discussed at the December Health & Wellbeing Board meeting; PBC will in future also be responsible for any Partnership Funding arrangements and we are told they will be expected to honour any existing commitments. At the present time it is not certain that any money will be available.

These changes undoubtedly will affect the partnership work for health that is well established between the voluntary sector, KPCT and the Borough. However, through the Compact for health, KVA endeavours to maintain and build on the existing voluntary sector partnership arrangements with KPCT in its new structure.

## Refugee Young People's Project

A KVA Partnership Small Grant helped Refugee Action Kingston to carry out a pilot project in the summer holidays last year. It was a two week intensive programme for refugee and asylum seekers aged 11-14 years.

Focussing on educational activities, teaching English with relevant subjects such as health, citizenship etc; they provided workshops on subjects including healthy living, drug and alcohol awareness and information on how to access groups and services in the community and arts and sports activities.

Refugee young people often suffer the effects of fleeing from their country of origin; overcoming the barriers to settling into a new country and culture and adapting to the education system in the UK.

During the project a consultation exercise was carried out with the young people to help identify their needs, views and aspirations for the future. This pilot will help RAK to plan future projects working with this age group and to feedback to the relevant public agencies, in order for them to plan services appropriate to young people's needs.



## Statutory Regulation of Herbal Medicine and Acupuncture

In 2004, the Department of Health consulted on proposals to regulate herbal medicine and acupuncture practitioners. The responses were analysed and last year the DOH published a report on the consultation. They now plan to publish draft legislation for further consultation which is expected this winter.

Statutory regulation improves public protection by setting clear standards of training and competence for regulated practitioners. It also reassures patients that a regulated practitioner is not only suitably qualified, but also competent and up-to-date with developments in practice.

Natural health and complementary therapies are popular with many Kingston residents, particularly those from the ethnic minority communities. They are often the first used and trusted method of treating illness (for those who can afford to pay). It will be helpful when the DOH gives greater clarity on what is or is not recognised and accepted. This would enable practitioners to comply with any statutory regulations and for them to confidently continue with their treatments.

To access the full report on the consultation and for further information please see the DOH website [www.dh.gov.uk](http://www.dh.gov.uk).

---

## Blue Badge Parking Scheme - RBK Community Care Services have produced a new leaflet explaining all about the Blue Badge Parking Scheme.

The Blue Badge - valid for 3 years - (which used to be called 'Orange Badge') allows people to park in more convenient places if they are severely disabled or blind.

The leaflet explains in detail the criteria for eligibility for the scheme and outlines all the rules and restrictions.

### When displaying a Blue Badge, people can park:

- Free of charge and for as long as you need at parking meters and where other people can only park for a limited time;
- For up to three hours on single yellow lines or double yellow lines, depending on certain rules and restrictions;
- Free of charge in car parks in the Royal Borough of Kingston on Thames, including Kingston, Surbiton, Tolworth, Hook, Chessington and Worcester Park.

The leaflet including an application form can be found on the RBK website [www.kingston.gov.uk](http://www.kingston.gov.uk) or contact: The Crescent Resource Centre in New Malden - Telephone: 020 8547 6600

## 'Saying Goodbye Project' Co-ordinator - for bereaved children and young people

Part-time post – salary negotiable depending on experience, flexible working hours.

Kingston Bereavement Service, a registered charity based close to Kingston town centre, is a dynamic and highly-professional counselling service for anyone who lives, works or studies in Kingston.

We are developing a new project to work with children and young people and are looking to recruit a Co-ordinator. You will take responsibility for recruiting and training a team of volunteer counsellors, liaising and working in partnership with a range of external referral agencies, ensuring a high level of user involvement in project development and evaluation, creating appropriate publicity materials and ensuring operational policies and procedures are in place in line with good practice.

With excellent interpersonal and organisational skills and the ability to relate well to children/young people, it is essential that you have at least three years' experience of working with them, experience of project development/management and knowledge of counselling.

Call 020 8547 1552 for an application pack or email [info@kingstonbereavementservice.org.uk](mailto:info@kingstonbereavementservice.org.uk).

**Closing date: 3<sup>rd</sup> February 2006**

*Kingston Bereavement Service is committed to ensuring the service is accessible to all sections of the community and has counsellors and clients from a diverse range of minority groups.*

~~~~~

Members of the public are invited to attend the following meetings:

- **Health Overview & Scrutiny Panel**
23rd February 7.30pm at the Guildhall Kingston
- **Health & Wellbeing Partnership Board**
16th March 2.00pm at 22, Hollyfield Road, Surbiton



Training



Seeking **Sustainable**
Funding?

Declining lottery sales, European funds migrating east, and limited growth in charitable giving mean that voluntary and community organisations increasingly need to exploit the full range of income options available to them.

If you want to help your organisation get more out of funding, attend our full day event facilitated by the National Council for Voluntary Organisation's Sustainable Funding Project.

The full day workshop runs from 10am until around 4pm, and includes a mix of presentations, small group work and open discussion.

Four main themes are explored:

Income Diversification

exploring a sustainable and diverse funding mix of income streams

Strategic Planning

an introduction to strategic planning

Earning

generating income from contractual work and trading goods and services

Loan Finance

an introduction to the use of loans and other forms of finance. An introduction to Futurebuilders

The event is for trustees, managers, people responsible for funding of voluntary and community organisations, and public sector agencies that work with the voluntary and community sector.

Cost: £15 per person

Date: Thursday 23 March 2006

Time: 10 – 4 pm

Venue: Richmond and Kingston Accessible Transport

Spring 2006 Training Programme

Planning for the spring training programme is now underway. We are hoping to run training days in the following areas from March onwards.

Introduction to Sustainable Funding

Thursday 23 March

Managing People at a Distance

Abuse of Vulnerable Adults

Managing Aggression in the Workplace -

Personal Safety for Lone Workers

Thursday 27 April

Managing Volunteers

Business Planning

Presentation Skills

Public Speaking

Managing your Time Effectively

Child Protection

Saturday 24 June

Going for Growth: Being an Effective

Voluntary Sector Manager

Thursday 25 May

Above is a short selection of training courses KVA can organise. We would appreciate your suggestions and comments on your organisation's training needs, both to ensure your organisation accesses relevant training courses, and also to help KVA develop new training opportunities that meet your organisation's needs.

Your views are important to KVA in organising the spring training programme, so please contact Zahida Saddiq on 020 8255 3335 or email: communitydevelopment@kva.org.uk

Training brochures giving full details and booking forms will be sent out closer to the time.

Management Committee roles and responsibilities.

This introductory workshop will provide an overview of the legal structure of voluntary organisations, roles of officers, legal responsibilities of the governing body under Charity Law and other responsibilities in relation to Employment and Health and Safety Laws, etc and protecting the organisation and its governing body. This training is for groups who want to set up a voluntary organisation, groups who have new members or who want a refresher.

If you would like to arrange training for your group please call Zahida Saddiq, Community Development Worker on 0208 255 3335 or email communitydevelopment@kva.org.uk

Invitation to Mental Health Awareness Training

People with mental health problems frequently tell me that stigma and discrimination have a bigger impact on their lives than the underlying symptoms of mental illness...

Health Minister, Rosie Winterton

Free training sessions have been arranged by Mind in Kingston to ensure that people who work in Kingston support people with existing or developing Mental Health problems.

People who attend this training will:

- Develop greater awareness of their role in supporting clients' mental health and wellbeing
- Gain confidence in working with clients experiencing mental distress
- Become more competent in identifying Mental Health issues and referring individuals to the most appropriate services

The next sessions will be held on:
24th January, 22nd February, 23rd March and 25th April

All sessions are for a whole day, commencing at 9.45am and finishing at 3pm

For further details please contact
Gary Szilvasi on 020 8255 3939 or
Email: gary@mindinkingston.org.uk

Sustain Community Learning - Building a South London Voluntary Sector Learning Consortium A new South London Learning Consortium which aims to build the capacity of voluntary and community groups to deliver community learning under mainstream funding conditions and to act as a channel of funding to support this provision was formally launched on **29th September '05.**

Sutton CVS on behalf of the South London CVS Partnership has entered into a 2 year European Social Fund (ESF) contract with the London South Learning and Skills Council (LSC) to establish the Consortium and provide a range of training and development activities over the next two years to support the sector in delivering community learning. These will include piloting the delivery of accredited learning under mainstream conditions, providing an in depth programme of technical support and development to 10 voluntary groups and offering a wide range of training, networking, advice and information to all members of the Consortium.

The Consortium staff are as follows:

Consortium Development Manager, Stephen Jeffery (stephen@suttoncvs.org.uk)

Finance and Contracts Manager, John Gibbins (john@suttoncvs.org.uk)

Project Administrator, Sara Thomas (sara@suttoncvs.org.uk)

Membership is open to any voluntary or community organisation working in South London and interested in delivering community learning. If you have not already received a membership form and would like to join the Consortium please contact Sara Thomas at SCVS (email sara@suttoncvs.org.uk)

FREE Basic First Aid Training for Carers **2 day course 10am - 2.30pm** **Friday 3rd & Monday 6th February**

Do you know anyone, looking after a friend or relative who could not manage without their help, who would benefit from learning First Aid skills?

The course includes dealing with Burns, falls and broken bones; Strokes and heart conditions; Epilepsy; Diabetes; Choking; CPR, the recovery position and back care.

To find out more or to book a place email or call Kirstie Cochrane, RBK Carers' Development Officer on 020 8547 6124

Notice Board

Recycling - every little helps!

The **Recycle for London** website (www.recycleforlondon.com) gives information about recycling in your area and what can be recycled. Follow the link 'rubbish, waste and recycling' from the website www.kingston.gov.uk/environment for full details of what and where to **recycle in Kingston**.

Recycle your old mobile phone and raise money for the **National Missing Persons Helpline** - request a freepost recycling bag by calling freephone no. 0800 389 7199.

Find out more about **recycling computers and printers** from ReCOM, a registered charity which aims to help the disabled and disadvantaged gain greater access to IT. Visit www.recom.org.uk for details.

It's not too late to **recycle Christmas cards** - take to Tesco or W.H. Smith before 31st January - see www.tesco-woodland-trust.info

The **Kingston Community Furniture Re-Use Project** is now up and running - if you have furniture to donate, particularly beds, chairs and sofas (which must have a fire safety label attached complying with fire safety regulations) - then please phone 020 8942 5500 or email furniture@kva.org.uk

In how many suburbs could you walk down a residential street and come upon a thriving community arts centre? In Tolworth we are lucky to have just that in The cornerHOUSE. Created in 1995 through an imaginative conversion of an existing church hall, this exciting theatre space has played host to a wide range of drama events over the last five years, from the work of visiting professional companies to that of its own "in-house" youth companies.

Coldfinger, the Man with the Golden Thumb, is this year's pantomime production (with a James Bond theme!) and takes place from 25th to 28th January at 7.30pm. (matinee 4pm on Saturday 28th). Upstage Theatre Company are also presenting their own version of '**A Tale of Two Cities**' from 22nd to 25th February.

For further details and booking ring the box office on 020 8296 9012.

Calling all budding playwrights - short plays of 15 to 40 minutes in length should be submitted by 31st January and those selected will be performed during the spring. Interested? Email artistic@thecornerhouse.org for further details

Interested in the Environment? Then the Community Furniture Re-use Project needs your help for a few hours a week.

This project needs Redeployment Furniture Assistants to work in the warehouse and be out and about on the vans. This is an excellent opportunity for those who want to gain experience in sales/retail. In return we will provide:

- A fun working environment with a friendly team of people
- Full free training in Health & Safety, Lifting and Carrying, stock control, pricing and display
- Expenses to cover lunch and travel
- An opportunity to gain valuable work experience with references provided when you move into paid work

If you can help out then please call Justin or Linda on 020 8942 5500 for an informal chat.