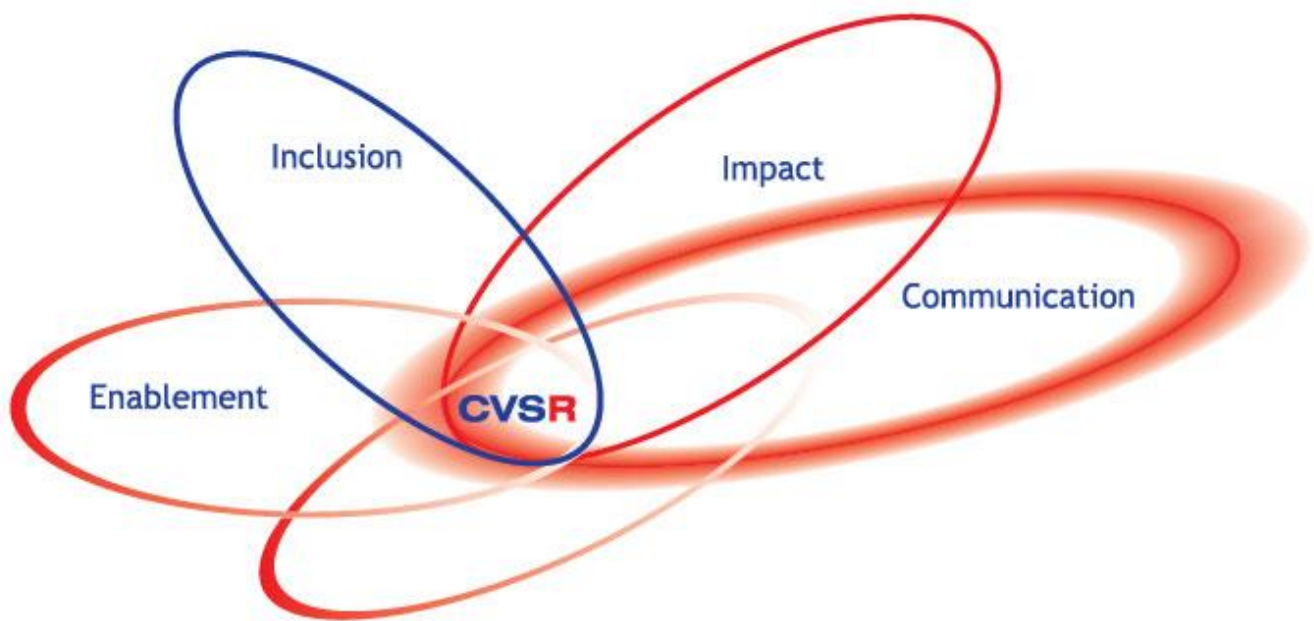




# Newsletter

February 2017



**Working in partnership for the benefit of the voluntary sector and communities within Greater Manchester**



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# Leadership, Representation, Communication & Collaboration

## Sector Communication & Collaboration

### **Hayley Golding - Receptionist/ Team Administrator**

Since the last Newsletter in December I have been focusing on my Business Administration Course. I am hoping to have this completed by June. The State of the Sector survey has now come to an end and hopefully with all the collated information provided by CVS Rochdale, Sheffield University should be able to create a report for the VCSE of the borough.

I have also been assisting the Volunteer Drivers Service with answering phone calls and taking bookings as well as assisting the Volunteer Centre to send out registration forms for volunteers to complete and return.

I am now looking to further my skills and knowledge with the Voluntary Sector and start an online course with the Open University, this course is something I have done before but I feel I need to do it again to refresh my memory.

### **Habiba Khatun - Leadership Team Support Officer**

Over the past month, I have been busy supporting the facilitation of CVSR's Board of Director's meeting as well as the Health & Wellbeing Alliance Leadership Group meeting. This entails scheduling meetings, sending invites, sending out papers prior to meetings, arranging rooms, taking minutes and circulating them, ready for the following meeting. To ensure the success of a meeting, I regularly liaise with our Board of Directors and members of the leadership group.

With regards to my NVQ, I am currently working towards completing one of my final units - Principles of Leadership & Management which has enabled me to gain valuable knowledge that will help me in my pursuit of becoming a manager. This unit focuses on decision making, leadership styles, performance measurement and the role, functions and processes of managers.

Please read on for more information on what CVS Rochdale have been doing in the last few weeks.



# Leadership, Representation, Communication & Collaboration

## Health & Wellbeing Alliance Thematic Partnerships

### Partnership Development Officer – Debby Green

Since the last Newsletter I have been busy, as I have been involved with many different organisations/groups in regards to the Health & Wellbeing Alliance Partnerships development, working with the Lead Organisation representatives in developing the meetings and helping to welcome new members.

The development of the meetings can also involve inviting speakers to attend a meeting to share information of the services they deliver and their history/good luck stories amongst other topics. I have also engaged with organisations within the public sector to be involved with the Voluntary sector within the Partnerships for collaboration to provide the best services for the residents of the Rochdale Borough.

If you are not already a member of one of the 10 partnerships and feel you/your organisation would benefit, then please contact me and we can arrange a meeting to discuss the partnerships.

Please see below a list of the partnerships:

#### **Ageing Well Partnership**

#### **BRHAIN (Borough of Rochdale Homelessness Action & Information Network)**

#### **Carers Partnership**

#### **Children, Young People & Families Partnership**

#### **Community Base Network**

#### **Diversity & Inclusion Partnership**

#### **Mental Health Partnership**

#### **Rochdale Borough Culture Network**

#### **Volunteering & Social Action Partnership**

#### **Work & Skills Partnership**



# Learning and Capacity Building

## Financial Management Services

**Stuart Golding - Financial Management Support Officer**

### Expenditure changes due in 2017

Are you planning your budget for the next financial year? If you have already done it, have you included these changes that come in from April 2017.

### NJC Local Government pay award

If you pay your staff in line with the council pay scales, the second part of the 2 year pay agreement comes into effect from 1<sup>st</sup> April 2017. This is approximately a 1% increase. If you need a copy of the whole of the pay award document it is available at the following website link. (<http://www.nicva.org/article/njc-pay-two-yeardeal-agreed-for-2016-18>).

### National Minimum Wage (NMW) & National Living Wage (NLW)

Both the NMW and the NLW now increase each April.

The NLW is paid to persons aged 25 and over, this is currently paid at a rate of £7.20 per hour. This will rise to £7.50 from 1<sup>st</sup> April. This is the minimum that you can pay your employees.

The NMW is still paid to employees aged 24 and under on a sliding scale dependant on age.

| <b>21 to 24</b> | <b>18 to 20</b> | <b>Under 18</b> | <b>Apprentice</b> |
|-----------------|-----------------|-----------------|-------------------|
| £7.05           | £5.60           | £4.05           | £3.50             |

Apprentices receive the apprentice rate if they are aged under 19 or if they are over 19 but in the first year of their apprenticeship. Apprentices in the second year of their apprenticeship aged 19 and over will receive the appropriate rate for their age.

Further information is available from the gov.uk website.

### **Financial Administration Officer – Tofayel Miah**

I have been very busy during January 2017 with 7 of the Health & Wellbeing Alliance Leadership thematic Partnership meetings, as I facilitate these meetings and find them both very interesting and very informative. We have invited many organisations/groups to the individual meetings but we are still looking for new members to join.

I am constantly updating our Website, and I would love your feedback on how you find our website, and how informative it is to you. I would also appreciate any constructive criticisms if I can improve the content in any way.

My role within the financials of CVSR is expanding and I am enjoying this learning experience and would like to thank Stuart Golding for his patience.



# Learning and Capacity Building

## Organisational Development

### Neil Gibson - Organisational Development Officer

During last couple of months CVSR has supported several groups with funding and governance advice. We are currently working with 3 organisations helping them to set up a new Charitable Incorporated Organisation in Rochdale. Once again funding has been at the forefront of the work with 5 groups requiring support on completing funding applications. The type of support provided included proof reading funding applications, support with bid writing and guidance on how to complete funding applications.

We've been working with the Multicultural Arts and Media Centre on their grant application to Tudor Trust. If successful it will enable them to deliver new projects and focus on building the organisation to meet future challenges.

### FUNDING CENTRAL SEARCH FACILITIES

Don't forget, CVSR subscribes to Funding Central allowing CVSR to provide free access to hundreds of funders for voluntary and community groups.

Funding Central provides assistance with fundraising and can be tailored to meet particular funding needs.

- Each funding search produces a tailored list of results for you to explore.
- Funding listings are easy to read and will be updated regularly, highlighting key criteria, guidance documents, how to apply and contact details amongst other headings.
- You can save funding schemes, funders and individual funding searches to your profile or you can print these documents.

Organisations and Groups with an income under £100,000 can subscribe free just click on [www.fundingcentral.org.uk/](http://www.fundingcentral.org.uk/) or if you prefer to have a member of CVS staff to guide you through the process please contact Neil Gibson.



# The Jonathan Burns Learning Centre

## High Tech Oldies

### Karl Parr – Project Development Officer

One of the most satisfying parts of my role as Project Development Officer is to work in collaboration with others to achieve a task.

It was an absolute pleasure to work in partnership with Rochdale Library service on our recent family history mini project. All those who attended really enjoyed the sessions at Langley library and our thanks and best wishes go to Mark Ogden and his staff and also Tony Ettenfield for his expertise in leading us through the ancestry 'does and don'ts'.

We have another exciting mini project coming up in the next few weeks. We will be preparing for a local history project which will include a short course on how to use a digital camera and editing software, followed by a visit to the Middleton 'Golden Cluster' of St Leonard's Church, Queen Elizabeth Grammar School, the Olde Boars Head and the nearby Craft Church to take pictures and learn more about the historical impact in the town.

We hope then to edit the photographs and write a few words about each one, hopefully in preparation for a display sometime in late April .

Below is a picture of the Members of our Thursday group at Langley library for our ancestry mini project.





# The Jonathan Burns Learning Centre

## Never Too Old To Do IT

**Karen Oliver - Community Trainer**



Never Too Old to Do I.T. is a project aimed at those aged 50 or over and who live anywhere in the Rochdale borough. The project is designed to help older people to embrace tablets, smartphones, computers, the internet and modern technology generally as part of their everyday lives.



We offer a structured, 8 week programme designed especially to provide older learners with a relaxed, friendly and supportive environment in which to learn. Our aim is to give our learners the confidence and the ability to use modern technology to enhance their everyday life. The tablet course allows learners to explore the language of tablets and apply this knowledge when using their own device be that a tablet or smartphone.

Our courses began on 23<sup>rd</sup> January at 8 different venues across the borough including 4 assisted living complexes, 2 community hubs and 2 community centres.

We are still concentrating on delivering tablet courses as we do not have sufficient numbers to run laptop courses however we are referring learners to libraries and other projects.

To promote our courses we have attended various community events including the launch of Ambition for Ageing at Demesne Community Centre a big volunteer event organised by CVSR at The Exchange and a “speed date” for MacMillan Nurses at The Masonic Hall in Middleton.



The later involved around a dozen nurses and a local GP moving around the room and talking to various organisations for just 5 minutes about the services they provide. These events provided an excellent opportunity for us to raise the profile of our projects. In addition we have attended a bingo session, open days and several coffee mornings. The major focus for us this time will be on the Rochdale Digital Festival on 4<sup>th</sup> March 2017 which will be attended by all staff and should prove very effective with regard to recruitment and also in raising our profile. We are also looking at radio advertisements and also advertising in a local handbook which is delivered to residents in the Heywood area.



# Volunteering and Social Action

## Volunteer Centre

### Stewart Dobson - Volunteer Centre Coordinator

On Saturday 21<sup>st</sup> January we held an event in The Wheatsheaf Shopping Centre to help promote volunteering. Phil put a lot of work into organising the event and with some great help from some of our partner organisations he was able to put on a successful event.

It was a quiet start, mainly due to it being a very cold morning, but as the day moved on – and with some help from the activities provided by 'Link 4 Life' and 'Hamer Boxing' plus the free health checks provided by 'Living Well' - we had more and more people stopping to chat with us all.

We ourselves booked a number of appointments for people to come in and follow up on their interest in volunteering and when we went round the other stalls each organisation said they had received a good amount of enquires about both volunteering and the services they provide. We are currently planning on holding another event during Volunteers Week and the provisional date we have is Saturday 3<sup>rd</sup> June – watch out for further updates in the coming weeks. Finally we would like to say a big thank you to Anthony from Living Well, Tony from Recovery Republic, Neil from Link for Life and Pat, Shammy, Laike & Jenny from Sudden Community Centre. All of these are volunteers themselves with their respective organisations and they gave up their Saturday to come and spread the word about the benefits of volunteering.

### Volunteer of the Year

It is that time of year once again where we are starting to think about the Volunteer of the Year Awards. The date has been set, Thursday 1<sup>st</sup> June, and lots of work has been going on in the back ground to make this year's event even better than last year.

However the event is nothing without the volunteers and the fantastic stories about the excellent work that they do. With this in mind you will notice that we have included a nomination form with this newsletter. If you manage volunteers then please have a look at the form and we would encourage you to nominate your volunteers that make a real difference to the work you do, if your group engages with volunteers but you don't manage any yourself please share the form with your colleagues that do so that they can make nominations.

The categories this year are: Volunteer of the Year, Long Service, Group of Volunteers, Volunteer Involving Organisation (this one needs to be done by volunteers about your organisation!!)

The closing date is Monday 13<sup>th</sup> March and further details about each award and the event are included on the form, however if you have any questions please feel free to contact one of us.



# Volunteering and Social Action

## Ambition for Ageing

### Stewart Dobson - Ambition for Ageing

Since my last update the volunteers have been busy getting some of the new, streamlined questionnaires completed. We are now starting to see some of these come back to us and the information we get from them will then be getting passed on to each areas Steering Group which in turn will soon see us start making more community investments.

It is a really exciting time to be involved with the project but to help me kick on I really could do with some more volunteers to help me get even more questionnaires completed. If you, or somebody you know, has some spare time and wants to help make a difference to the lives of people living in the borough of Rochdale then please get in touch with me. Full training and support is available and this project provides a great opportunity to get involved with a project that really can make a difference.

Please see below a picture from one of the first recipients of Ambition for Ageing community investments, creating age-friendly communities.



# Volunteering & Social Action

## Volunteer Drivers Service

**Mary Burke—Volunteer Drivers Service Coordinator**

The VDS team have had their Christmas night out. This year we decided to have our celebration meal after Christmas when the festivities were over as we thought this would be a more relaxing evening. We chose the World Buffet in Rochdale (formerly known as China City). A good night was had by all. The food was good and plentiful and reasonably priced,



with plenty of choice to suit all tastes. This year 28 members of our team attended the meal with some continuing the evening in Rochdale Town Centre afterwards.

# Volunteering & Social Action

## Volunteer Drivers Service

### Mary Burke - Volunteer Driver Service Coordinator

In this issue I have included some words from one of our Service Users expressing their thanks for the service we provide.

Dear Mary and Colleagues

I feel I must write to tell you how much your service means to me and others who find it difficult or impossible to get out of the house.

I am now officially housebound due to spinal trouble and sciatica and cannot stand or walk far. The drivers are all very kind and helpful, always punctual and sometimes up for a laugh. The office staff also should get a mention, when ringing to book, they are always cheerful and helpful.

Thank you again.

Yours sincerely  
Daphne.

In this issue I would also like to say goodbye to one of our Middleton drivers, Ian Ogden. Ian has decided to take a break from the VDS to spend more time with his family. Having joined the service in November 2012 he has covered many miles assisting the residents of Middleton. On behalf of the Volunteer Driver Service I would like to wish him all the best for the future. I know he will be missed by the team and also the many friends he has made in his time with us. The Volunteer Driver Service are looking to increase our team of volunteer drivers and administrators. Perhaps becoming a volunteer driver or administrator is something you may be thinking of or you may know family and / or friends who may be interested. For more information and an informal chat you can contact the office on 0800 032 0868 or alternatively Email me at, [m.burke@cvsr.org.uk](mailto:m.burke@cvsr.org.uk).

### **VOLUNTEER DRIVERS NEEDED**

This is a rewarding role where you could be helping to change the lives of vulnerable local people by supporting them to attend various functions from social events to medical appointments, that they would not be able to access without the service.

This is an opportunity to do something worthwhile that could also help you with job prospects or a career change.

Volunteer expenses will be paid.

For further details please contact Mary Burke - 0800 032 0868



# Community Development & Engagement

## Kirkholt Million Partnership

### Christine Henderson - Community Engagement Worker

The main task I have been working on since the last Newsletter has been the first Kirkholt Million Review and carrying out new consultation with Kirkholt Residents.

The Review looks at the first 2 years of the Kirkholt Million 10 Year Plan and considers which projects worked, which didn't work, why and what was learned from this in order to move forward and put the next 2 year Plan in place. Four of the 6 original Projects have been completed with the biggest being the building of a Skate Park which came out as the top priority for residents when the original consultation was carried out.

In order for the Partnership Group to consider what the current top priority is for residents in the Kirkholt Million area, I have carried out various types of consultation such as sending round a Survey Monkey questionnaire, face to face questionnaires and visited Voluntary Groups and a Sheltered Complex on the estate to explain what Kirkholt Million is and why we need their opinions. The results are not yet complete but in general they look very similar to previous Consultation carried out with topics such as the need for more Community Activities for all age groups and a Community Base being very high, if not top, of the list.

A £50 food voucher will be given to one lucky winner from all the questionnaires completed. Look out for this on our Facebook Page and Website.

## Back O'th Moss Community Centre

A new management group has been set up who are currently in the process of submitting an application to register as a Charitable Incorporated Organisation. Usage of the centre has increased and we are currently engaging with local people to find out what activities the local community want to be delivered at the centre.

An exciting opportunity of working in partnership with The Challenge, which is part of the National Citizenship Scheme is currently being discussed. Centre staff are working on the development a range of summer activities that will help to improve and encourage continued use of the centre by the local community. These activities could include painting and decorating help to brighten up the centre and organising a sports/fun day for local residents .



# Staff Contacts

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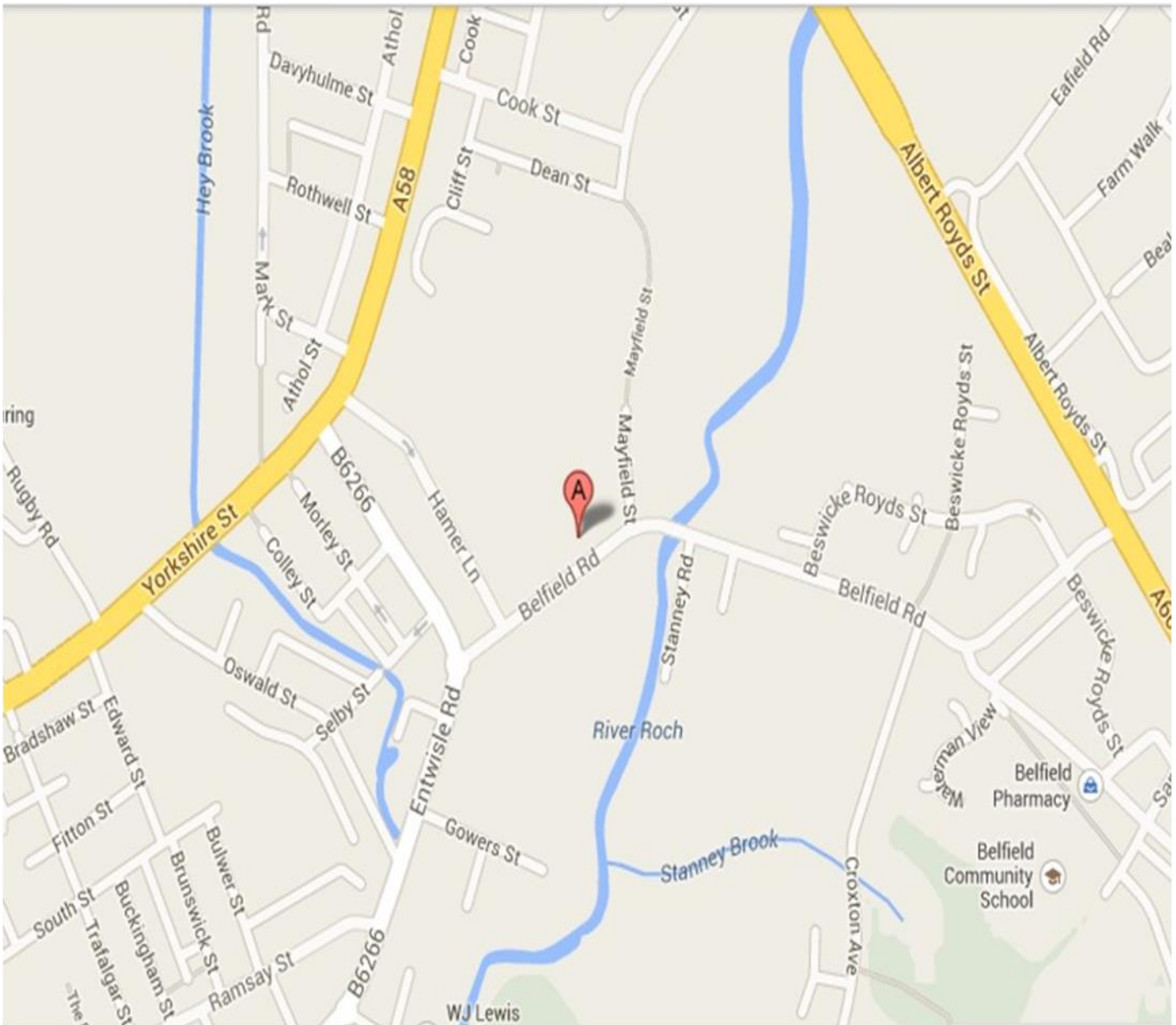
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