

# Penderels Trust



Opening the door to independent living

## Newsletter

**Welcome** - Paul Reynolds *New Director of Operations*

Spring  
Edition

Welcome to the latest edition of the Penderels Trust newsletter. For those of you who don't already know me, I am Paul Reynolds and I took over as the Director of Operations in November 2009.

It has been a very busy six months, with staff and service users working in partnership to redesign and improve our services to meet the changing needs of the individuals we support.

These exciting developments include expanding our support brokerage/planning services, improving our Third Party Supported Account systems and working with health authorities on piloting direct payments and individual budgets from health funding.

We will continue to update you on these and other new initiatives both on our website and in our next newsletter.

**Paul Reynolds**  
**Director of Operations**



### We're on the Web!

[www.penderelstrust.org.uk](http://www.penderelstrust.org.uk)



### Also you can follow us on Twitter!

<http://twitter.com/penderelstrust>



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## Positive About Disabled People

Penderels Trust has once again successfully passed the review needed to continue using the Disability Symbol awarded by Jobcentre Plus to organisations who can demonstrate fully that they are positive about employing disabled people. This means we have demonstrated excellence in areas of recruitment, training, retention, consultation and disability awareness. For more information about any vacancies with Penderels Trust in your area, please keep checking our website.



## Penderels User Group (PUGs)

With all the developmental work we are undertaking (much of which has been discussed within this newsletter), we are very keen for our service users to be involved.

The staff at Penderels Trust firmly believe that the best way for us to meet the needs of people who wish to utilise our services is to have ongoing involvement from those already using our services. PUGs has provided a great opportunity to maximise this and we are

thrilled to see how the group has grown. We now have members (and prospective members) from Coventry, Shropshire, North Lincolnshire, Lincolnshire, Wolverhampton, Birmingham, Gloucestershire, Flintshire and Wakefield. We are eager for new members to join the group. If you would like more information about how we can enable you to participate, call **Sue Riley or Jacque Lucid** at Head Office on 02476 511611.

## Save the trees!

In a bid to help the environment and reduce the amount of paper we use, we are asking service users if we can email our correspondence to you. These include items such as Newsletters, Quality Reviews, reminders for bank holidays, postal problems or any other important information we urgently need to reach you. If you would like to receive your information by email, please email us at [data@penderelstrust.org.uk](mailto:data@penderelstrust.org.uk) giving us your name, address and local authority area.

## Changes to ILF from May 1<sup>st</sup> 2010

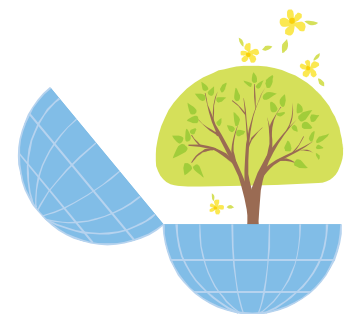
The Independent Living Fund (ILF) has announced that it will continue to support a large number of disabled people due to an increased budget during the 2010-2011 financial year. This has led to the following flexibilities:

- ILF users can choose to average payments across the year if they require
- Payments will now continue for up to 28 days if you go into hospital or respite

Unspent funds can now be carried forward for up to 28 days in recognition of the changing

needs of individuals. The ILF will also play an active role in the Right To Control Trailblazers led by the Office for Disability Issues. Right To Control is about disabled people having control over their daily lives. New and existing ILF recipients will be offered the opportunity to take part in the Right To Control.

For more information about ILF, please see [www.ilf.org.uk](http://www.ilf.org.uk)



**PLEASE NOTE:** This email address has been set up only for the purpose of registering your request to receive information and must not be used for sending us any other information.

## Government Survey of Hours & Earnings

If you employ personal assistants or carers, you may receive a survey that is sent out by the Office of National Statistics (ONS) to 1% of all employers in the UK. This is called the 'Annual Survey of Hours and Earnings'.

Each employer (whether they employ 1 person or

1000) has a legal obligation to complete the form and return it to ONS. The form asks for details of any employees you have (personal assistants or paid carers, but not care agency staff you pay an agency for), their hours worked, earnings and additional information about holiday entitlement.

If, as an employer of personal assistants, you receive a form, you

should have the appropriate records for all the necessary information. If you require further assistance, your payroll provider should be able to help.

Alternatively, please contact your local office for advice.



## Free Carers Cinema Pass

The Cinema Exhibitors' Association (CEA) Card entitles the holder to one **free ticket** for a person accompanying them to the cinema. To apply for the card, you will need to meet one or more of the following criteria:

- a) Be in receipt of the disability living allowance or attendance allowance.
- b) Be a registered blind person.

The card is valid for 1 year from the date of issue.

Application forms are available from cinemas across the UK supporting this card or can be downloaded at <http://www.ceacard.co.uk/>

Tel: 0845 123 1292  
Fax: 0845 123 1296



No signal?

But it is an emergency

What do you do when it's an emergency and you have no mobile signal?

**DON'T PANIC!**

Not many people are aware you can still contact the emergency services by calling 112. Remember this is for emergency use only!



## Fit Note to replace Sick Note

From April 6<sup>th</sup> 2010 the Sick Note signed by GPs has been replaced by The Statement of Fitness for Work (or "Fit Note"). This new note will give patients (employees) and their employers information about how the employee's health is affecting their ability to work. This new way of recording ill health and its effects on a working role will include:

- Space for the employee's GP to detail the impact of the illness or injury on the

employee's work.

- Tick boxes that the GP can use to suggest ways in which the employer could help and support the employee's return to work.
- Suggestions (if appropriate) from the GP relating to phased returns to work, adjustments of working hours (e.g. full time to part time) and adjustments within the work place.

For more information, please see the Department of Work and Pension's Guide for Employers at [www.dwp.gov.uk/fitnote](http://www.dwp.gov.uk/fitnote)

"From April 6<sup>th</sup> 2010 the Sick Note signed by GPs has been replaced by "The Statement of Fitness for Work" (or "Fit Note")."

## Payroll information Employers reminders:

HMRC have recently informed us that employers of personal



assistants will continue to receive quarterly invoices for their employee's tax and national insurance deductions. You may, however, receive a monthly invoice from HMRC. If you do, this is a HMRC error so please forward to the staff at the Payroll Bureau to deal with on your behalf.

- Remember if you take on a new Personal Assistant or you change the terms and conditions for an existing employee you are required to issue new terms and conditions within 8 weeks
- Before an employee starts work please ensure you have employers liability insurance and remember to renew.
- You need to check that any new staff have the right to work in the UK.
- Please speak to your Independent Living Adviser if you need any advice.

# Penderels Trust Bulletin Board

## Penderels Trust

Head Office - Coventry  
Penderels Trust  
Seven Stars Estate  
Wheler Road  
Whitley  
Coventry  
CV3 4LB  
Telephone: 024 7651 1611

Penderels Trust is pleased to announce that we are now providing support planning in Coventry. We will be assisting individuals who receive a personal budget to identify unique and innovative ways to meet their needs and outcomes in everyday life. We have also undertaken a new contract working with children, young people and families in Bournemouth, Dorset and Poole. We anticipate opening a new office in Dorchester shortly and are looking forward to working with recipients of Direct Payments within these three local authority areas.

## Penderels 21st Anniversary

In October 2009, Penderels Trust celebrated its 21<sup>st</sup> anniversary of providing support and advice to individuals who receive community care funding. We held a special Annual General Meeting which was attended by people who use our services and our local authority partners.

We recognise that our continued success is due not only to the commitment of our board of trustees and the dedication of our staff team but also to the ongoing input and suggestions from individuals who receive Direct Payments.

Everyone at Penderels Trust is very proud to have achieved 21 years of excellent service and we look forward to the challenges the future will bring.



**Penny Collard (Chairperson) & Jackie Wakelin (Chief Executive)**

## New to the organisation:

It has been a busy few months and this has led to a number of new staff joining the organisation since January of this year:

- **Barnsley office** – Emma Johnson  
Independent Living Adviser
- **Birmingham office** – Rachel Page  
Independent Living Adviser (TPSA team)
- **North East Lincolnshire office** – Sarah Hudson  
Temporary Clerical Officer
- **Payroll Bureau** – Aaron Lucid  
Temporary Payroll Clerical Officer
- **Wakefield office** – Faye Parton  
Independent Living Adviser  
(Self Directed Support)
- **Westminster office** – Clive Alcaez  
Independent Living Adviser
- **Worcestershire office** – Sarah Battye  
Team Leader
- **Worcestershire office** – Natalie Howse  
Clerical Officer

## Staff Promotions:

- **Mark Bennett** has been promoted to **Deputy Team Leader** in the payroll bureau
- **Andy Cotton** has been promoted to **Payroll Officer** in the payroll bureau
- **Darren Sprayson** is now the **Assistant Team Leader** of the Third Party Supported Account team in the Birmingham office
- **Donna Smith** has transferred from payroll to take a temporary **Assistant Independent Living Adviser** post in Coventry
- **Matt Fowkes** has moved from IT to be an **Independent Living Adviser** on the Birmingham Third Party Supported Account team

**Well done to all these staff!**





ERROR: syntaxerror  
OFFENDING COMMAND: --nostringval--

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