

## Board Report - Projects &amp; Engagement: Feb 2023

Date	Engagement	Purpose	Outcome/Data	Further Development
Jan '23 to Date	Measuring impact and Data	Looking at current data, providing Manager with data for meetings, funding bodies, future planning	<p>1.Full analysis of data collected by Community Fridge June 22-Dec 22 - Helpforce and Visitors Survey.</p> <p>2. Wellbeing Survey created and carried out Jan/Feb '23 for Manager's presentation.</p> <p>3. Volunteer survey created alongside Sue Connolly to gain a sense of the volunteer experience to date. Analysis and report created and shared.</p> <p><i>"Over Christmas we were inside a lot caring for a family member. I really struggled being in all the time. The only saving grace was being able to come up to the centre to get out and replenish the cupboard."</i>  <i>(Confidential comment by a volunteer during a Pop In Session)</i></p>	<p>How can we sustain our volunteer engagement with volunteers who may have more complex needs / feel they need extra support for their own wellbeing and mental health?</p> <p>With the limited time of staff - what resources/funding is needed to enable us to provide any support/training as well as ensuring we have a team who are 'ready-to-help'?</p>
Jan '23 to Date	Developing An Evaluation Approach	Creating a template for evaluating all projects.	<p>Project planning template created in discussion with Manager.. Aim to ensure charity vision disseminating into projects and for project leaders to communicate intended outcomes. Tool for working to funding deadlines and reflecting on areas of success and areas for improvement.</p> <p>Community Fridge - Transference of Helpforce survey data into Google-forms. Fridge project will be used to fine tune a method of evaluation that can be rolled out across all projects</p> <p>Google forms is an effective option due to its ability as it is user friendly, it is quick and easy to create a spreadsheet of data and charts to analyse data.</p>	<p>Provide training session alongside Manager for using template.</p> <p>Review effectiveness of data collection via Google Forms.</p>

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				<p>Research MyCAW to look at key questions for visitor evaluation.</p>															
On-going	Community Pop-In Development	<p>Community Wednesday's - Warm welcome, well-being activities, enabling people to eat a healthy lunch, space to relax, socialise, space to access help and information, and food.</p>	<p><b>Attendance measure</b></p> <table border="1"> <thead> <tr> <th>Date</th> <th>Meals Served</th> <th></th> </tr> </thead> <tbody> <tr> <td>28/10/22</td> <td>20</td> <td></td> </tr> <tr> <td>23/11/22</td> <td>24</td> <td>Warm hub advertised on facebook</td> </tr> <tr> <td>21/12/22</td> <td>22</td> <td></td> </tr> <tr> <td>25/01/23</td> <td>21</td> <td></td> </tr> </tbody> </table> <p><b>Sensory area</b> Developed and established in lounge space, alongside discussion with local parents. Most Wednesday's this is used by at least one family.</p> <p><i>"Cathy, Thank you for listening and responding. Thank you for the lanyards being up in the community centre and the amazing sensory toys and the quiet area at the cafe. Ryan was playing with the toys today and both he and daisy wouldn't be able to be there without that quiet space. It's so good to feel that the CC is a safe space for us and for others with hidden disabilities. Please pass on my thanks." (Comment from local parent)</i></p> <p><b>Wellbeing Survey, created and carried out in Jan/Feb '23</b></p> <p>Do you feel better for attending today?          Yes 20          No 0</p> <p>Improved/got better for you since coming to the Pop In?          Feeling better about myself 12</p>	Date	Meals Served		28/10/22	20		23/11/22	24	Warm hub advertised on facebook	21/12/22	22		25/01/23	21		<p>Continue to listen and explore ways of integrating sensory spaces and sessions into the Centre activities,</p> <p>Carry out survey periodically or as part of a wider survey/ evaluation of visitors experiences.</p>
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			<p>Mental Health 10</p> <p>My confidence 8</p> <p>Saving money on heating bill 8</p> <p>Finances 6</p> <p>My physical health 6</p> <p>Saving on electricity bills 5</p> <p>Confidence with bills, benefits, formal letters 0 (No Info and Support Volunteer help available on this day)</p> <p><b>Information and Support Volunteer</b> - 17 interviews between Nov '22 and Jan '23 - Main topics helped with: Benefits, energy, legal advice</p> <p><b>Visiting agencies:</b> Booked in for return visits: Reconnections, Vivid, Warmth Matters.</p> <p><b>New area being developed: Craft and wellbeing</b></p> <p>Feedback from visitors (from Christmas tree festival craft activity) that being offered a craft is helpful in supporting their wellbeing. Craft volunteer has been identified (Natalie - Craft Cafe) and offering a month-6 weekly session. Targeted at adults during term time and families in school holidays. Sessions will be relaxed and be held in the Pop Up Cafe area.</p>	<p>Identify suitable cover for Information &amp; Support Volunteer when absent due to operation.</p> <p>Engage more potential visiting agencies offering wellbeing and mental health support - EG: Talk Plus</p>
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On-going	Monthly e-newsletter	Update subscribers to the centre about what has been happening and what's on. Widen our 'audience'.	<table border="1" data-bbox="815 220 1151 432"> <thead> <tr> <th>Date</th> <th>Subscribers</th> </tr> </thead> <tbody> <tr> <td>Nov</td> <td>173</td> </tr> <tr> <td>Dec</td> <td>177</td> </tr> <tr> <td>Jan</td> <td>178</td> </tr> <tr> <td>Feb</td> <td>189</td> </tr> </tbody> </table>	Date	Subscribers	Nov	173	Dec	177	Jan	178	Feb	189	Continue to seek feedback from recipients about how useful they found the email: information/layout/ ease of use etc.		
Date	Subscribers															
Nov	173															
Dec	177															
Jan	178															
Feb	189															
On-going	Digital Engagement	Developed new material for flyers/ posters/social media promotions.	<p>Continuing to create flyers for various projects.</p> <p>Key engagement on social media - guess the number of crates in January and the correct answer wins a gift from the Community Fridge. We received the most engagements we have received for a Communitree poster in a number of months.</p> <p>Other data taken from Jan and first week in Feb as follows:</p> <p><b>Jan '23 (whole month)</b></p> <table data-bbox="815 842 1151 906"> <tr> <td>Likes</td> <td>Shares</td> <td>Comments</td> </tr> <tr> <td>31</td> <td>67</td> <td>19</td> </tr> </table> <p>Most popular posts: <i>Fridge knowledge quiz with prize, Manager Vacancy, Warm Hub, SEND support, Forest School advert</i></p> <p><b>Feb '23 (1 week of data)</b></p> <table data-bbox="815 1002 1151 1066"> <tr> <td>Likes</td> <td>Shares</td> <td>Comments</td> </tr> <tr> <td>27</td> <td>21</td> <td>2</td> </tr> </table> <p>Most popular posts Community wardrobe, family activities, crowdfunding, warm hubs</p>	Likes	Shares	Comments	31	67	19	Likes	Shares	Comments	27	21	2	<p>Consider forest school type gardening project for children.</p> <p>Community wardrobe - needs further exploration?</p>
Likes	Shares	Comments														
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	Key Engagements:	Christmas Fayre	<b>Approx 74</b> people attended - Estimated 1/3 more people attended the event compared to the anniversary event. Craft, stalls, family games, fundraising activities, Christmas Tree festival. <b>5 community groups / 7 stalls - in Community Centre / Pop up cafe/ Farm</b>	Team have reviewed positives and areas for improvement. 2023 Christmas Fayre in the diary												
Ongoing	Share Store cupboard:	To promote our offer of re-using	New system created for dropping in bottle tops to measure engagement. Ukrainian translation poster created. Share store promoted through	Volunteer role needs to be created to monitor												

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		useful items.	Community Pop In events.	cupboard? Health and safety checks etc.
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