

FINANCIAL YEAR 2023 -2024

DATE: 19 Nov 2023

**REQUEST FOR FUNDING FOR
SPECIFIC PROJECT**

TO: KENILWORTH TOWN COUNCIL / FINANCE & GENERAL SERVICES COMMITTEE.

Please read the Project Support Grant Criteria before completing this form

NAME / GROUP & MAIN CONTACT	Compassionate Kenilworth Pauline Hayward (Chair of Trustees and volunteer Operations Manager)
PROJECT TITLE	CK Winter Warm Hub Project - Community Development. Coordinator Role
TOTAL SUM REQUESTED	£3,295.88
COSTING OF PROJECT WITH FULL DETAILED BREAKDOWN	This funding request relates to :- 4 MONTHS employment costs for Compassionate Kenilworth's Community Development Coordinator (CDC) role. This is a part-time (14 hour/week) contract role which we would like to extend initially through the winter months (January to end April 2024) - and look to finance throughout 2024 with further funding applications. Helen Braithwaite is in post. Financial details below. Role Description in "Other Information" section. 14 hours @ £13.50/hour = £189/wk x 17 wks = £3,213 plus 4 x monthly pension/NEST payments of £20.72 = £82.88 TOTAL salary and pension costs = £3,295.88 Overall cost of running of Compassionate Kenilworth through 2023 is @£25K. Funded via a range of grants and donations. 2024 Running Costs Projection Estimated costs for running existing projects, covering existing staffing levels (x2 part-time) & operational/core costs for 2024:= £30,900

Breakdown of Costs

Operational costs: £2400 (includes marketing, administrative, volunteer & training etc)

Project running costs: £6000
(covers hub delivery, room hire, materials, refreshments, facilitator costs)

Staffing costs: £22,500 - to fund 2 part time roles/

Funding for one role (project manager) is already secured for 2024. The CDC role needs to be funded.

Funding Status

We have already secured funding for 2024 for our PT Project Manager role who has been in place for 3 years. (Works Term Time only @18 hours/week).

Multiple hubs have guaranteed donations / sponsorships from local partners to take them through the end 2024. All hubs are financed through the end of April 2024.

In addition we have financing in place for a repeat of our popular 4 week slow cooker course to be held in early Spring and a Mental Health/Wellbeing day in January. Both to be delivered in partnership with tKC.

A local service club donation is due in early Spring.

We will continue to apply for social isolation specific grants of which we have highlighted multiple potential opportunities for our 2024 project plans.

Our current financial focus is on confirming the extension of our CDC role through 2024 to continue the invaluable work this role is providing against fulfilling our charity aims.

DETAILS OF OTHER SOURCES OF FUNDING APPLIED FOR AND NAMES OF PARTNER ORGANISATIONS IF PROJECT IS JOINT/ MULTI GROUPS AND DETAILS OF FUNDING SUPPORT REQUESTS MADE BY THEM	Relating to the CDC role funding:- Heart of England Community Foundation previously funded 6 months staffing costs for this new CK role (July - December) - Grant received and due to reconcile at the end of December, 2023. Richard Cadburys Trust- £1,500 already applied for. Masonic Foundation - Can be applied for now our accounts have been audited - 3 / 4 month application turnaround. Edward Cadbury Trust - Can be applied for now our accounts have been audited - 3 / 4 month application turnaround. We have identified the above grants to source funding to extend the CDC role to the end of 2024 or further, but are looking for interim funding from KTC to bridge the gap while we apply for longer term funding. Unexpected delay in waiting for our accounts to be audited has meant we haven't been in a position to apply for funding to a number of potential donors till now. Importance of Role and CDC Role Description in "Other Information" section.
PLEASE CONFIRM THAT YOU HAVE ENCLOSED YOUR MOST RECENT AUDITED BALANCE SHEET OR EQUIVALENT.	Attached
TIMESCALE / DATE OF EVENT	January to end April 2024 - funding period requested for role - but the overall Compassionate Kenilworth project is ongoing.
NUMBER OF KENILWORTH RESIDENTS TO BENEFIT	We estimate we have had over 4,865 attendances (social interactions for isolated people that would not have occurred otherwise) across multiple hubs over the past 12 months. This is broken down below and does not take into account the support we offer to locally placed Asylum Seekers, school students or the impact of literature and digital marketing produced.

	We would predict greater numbers of residents will benefit in 2024, given the focus of our CDC role is to continue to market our offerings to those isolated and difficult to find in the community. We have already seen the benefits in increased attendance over the last few months since the role has been in place. Social interactions over past 12 months (these may be some of the same individuals on a weekly or monthly basis) Tuesday SVP, WRCC & CK Hub - 2080 Board Games Hub - 910 Community Sunday Dinner/Music - 255 Community Kitchen - 180 Arts & Crafts - 520 Dementia Pop Up - 50 Bereavement Cafe - 240 Digital Tech Cafe - 585 Slow Cooker Course - 48 We have great feedback from our various hubs on how they have improved residents' lives dramatically. We have seen firm friendships being made at our hubs, which endure and develop outside of our various hubs. Some attendees now holiday together (when once they had nobody to go away with), they meet for coffees and lunches, they support each other when ill and returning from hospital. Some are spending Christmas together when once they were alone.
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OTHER INFORMATION IN SUPPORT OF THE APPLICATION

CK AIMS

CK is a registered charity who aim to address social isolation, improve health outcomes and make Kenilworth a happier place to live. We do this by mapping the community to identify gaps in provision, source funding and delivery and plug those gaps.

Currently CK address the following issues:

- Social isolation & loneliness
- Cost of living crisis
- Energy advice
- Food poverty
- Signposting & onwards referrals to statutory & voluntary agencies
- Development of information literature
- Marketing of information
- Connecting vulnerable individuals in person and digitally
- Education of community in relation to keeping safe on and offline
- Supporting migrant communities

OUR TEAM

As a charity, we are a small team, consisting of a voluntary Operations Manager who manages the charity day to day and also manages the two paid part-time staff members who help to deliver and develop our various social isolation projects and manage a group of volunteers (many of whom support the asylum seeker support project).

Paid roles include -

Ongoing Part time (18 hours/week term time only) Project Manager - Rebecca Webb

As of July 2023 - Part time (14 hours) paid Community Development Coordinator (on a contract basis, due to finish in December without further funding) - Helen Braithwaite

We are supported by a board of trustees who bring a wealth of experience to support the development and delivery of the charity. We are enhanced by a team of @ 45 volunteers who assist with the delivery of our projects.

We have fantastic working partnerships with all areas of the community including local, district and county councils, primary and secondary schools, Kenilworth GP surgeries and other health supports as well as local faith institutions, not for profits, local service clubs and businesses. As such, we are able to respond quickly to identified needs and develop programs of support swiftly.

IMPORTANCE OF CDC ROLE TO CK & THE COMMUNITY

Earlier this year, we identified the need for an additional role (our CDC role) as our multiple hubs and various support projects which were instigated as a result of the cost of living crisis became operational. (These projects are all outlined later in this section). It became apparent that the multiple responsibilities of the volunteer Ops Manager and the part-time Project Manager were hindering our ability to both deliver and “effectively” market our various support offerings to those in the community who were in need. Many of this population are hidden in the community and it is difficult to find them by usual marketing methods. We also had further project plans we wanted to deliver on.

In addition, the P/T Project Manager role is term time only leaving the volunteer ops manager solely responsible for running the charity and the multiple projects for @14 weeks of various school holidays and employee vacation allowance. This was unsustainable for the longer term.

CDC ROLE RESPONSIBILITIES

This role has responsibility for

- Delivering and attendance at our multiple community hubs, including signposting to other services & agencies.

- Acting as “Energy Champion” at our hubs (Helen has undergone training) to provide residents with energy advice and support.
- Coordinating and delivering educational / information sessions at our hubs, including Citizens Advice confirmed for December, Warwickshire Fire & Rescue planned for early 2024, regular repeat visits from our local PCSOs on scam and fraud awareness and a local law firm legal advisory drop- in session.
- Marketing of and promoting our offerings and support to the community with a focus on trying to find those that are most isolated and hidden.
- Running various town promotional sessions (eg Waitrose days and Council Christmas market stall).
- Holding multiple Compassionate Kenilworth overview meetings with local businesses retail outlets and agencies (hairdressers, funeral parlours, solicitors, pharmacies, estate agents, police, Warwickshire Fire etc, Citizens Advice) for them to cascade CK support information to clients
- Assisting with a joint Social Prescribing/Compassionate Kenilworth Welfare drop-in day on Social Prescribing day - 14th March, 2024.
- Assisting with the delivery of the 4 week slow cooker course scheduled for early Spring 2024
- Attending any Social Prescribing dementia drop in sessions.
- Compiling & updating further information / support leaflets relevant to the local community.
- Providing support to the volunteer Operations Manager during the 15 weeks of school holidays when the Project Manager is not in post.

HOW WE WILL MEASURE SUCCESS

We have already seen an increase in attendances at hubs as a result of having our additional CDC role in place (between 20 - 40%) Having this role in place has enabled us to spend more time on marketing - such as the marketing in the centre of town through our posters in Talisman Square, posters being regularly delivered to retail outlets and retirement developments. We have been able to organise multiple local business briefings to promote CK's offerings and predict that these meetings will continue to increase information cascading out enabling us to reach those most isolated residents who are somewhat hidden in the community and not easy to reach by usual marketing methods.

We collate data from all of our hubs based on quantitative measures (attendance numbers, costs of delivery) and qualitative feedback (evaluations of sessions, social impact, reasons for accessing support etc). We know that these hubs offer a lifeline to isolated residents, some of whom have experienced loneliness for years, they now have a network, group of friends, people to socialise with. This is life changing for many.

PROJECT FUNDING

We are predominantly funded by grants and private donations. Kenilworth United Charities have funded our Project Manager hours for the past two years and will continue to fund this through 2024. Our projects are generally funded by donations and grants and most recently, the new role of the Community Development Coordinator was funded for a period of 6 months from Heart of England Community Foundation grants (July - December 2023). We have small overheads

and benefit from a key partnership with the Kenilworth Centre which gives us a base in the centre of town.

CK PROJECTS OVERVIEW (more detail can be found in the attached hub review reports)

The last 12 months have been busy and we have accomplished a lot and have further plans in the pipeline for 2024.

Warm Hub Activity - During summer 2022, Compassionate Kenilworth developed a town wide survey to identify the type of support residents were looking for in relation to the cost of living crisis. Warm hubs, energy support & food support were the three areas identified. CK have focussed our efforts to deliver on these over the past 12 months alongside our existing social isolation projects, developing our website and promoting these opportunities more widely.

Since September 2022, we have established a highly successful weekly hub at St Francis of Assisi Church in partnership with St Vincent De Paul & WRCC (Warwickshire Rural Community Charity), a monthly Music & Dinner events, a Board Games Hub & Community Cook Sessions at the Kenilworth Centre and continued to deliver our monthly Bereavement Cafes, fortnightly Arts & Crafts sessions and developed a well attended Digital Tech Cafe supported by Warwick University and Kenilworth 6th form students. The various cafes have been funded through grants and support from WRCC/Cadent, Warwick County Council, the Lions and the Rotary Club.

More recently we have partnered with Milk & Mocha, a local cafe to open an additional weekly hub where locals are invited to access low cost refreshments and social connection.

As with all of the CK hubs, we ensure that there are staff and volunteers in attendance to cross promote activity, share advice, information and support and to engage and welcome residents. **This is one of the key factors to the success of the hubs, a warm friendly welcome and consistency of staff and volunteers and signposting between (and outside) our various hubs to additional support.**

SVP & CK Tuesday Hub

This weekly hub was initiated through wintertime in response to the Cost of Living crisis. It has been extremely successful with around 40 attendees weekly. Some come just to talk, others do quizzes, games, read or do arts & crafts, but all find warmth, friendship and conversation. During the winter months we provide bacon

sandwiches for everyone as well as tea, coffee, cake. We have already reinstated this again for winter as it provides a warm, nutritional welcome to those that attend through the cold winter months. With support from WRCC we were able to provide heated seats and oversized fleece hoodies to those who were vulnerable and struggling to afford to heat their homes. We identified a number of residents who were living with no heating whatsoever and were able to signpost them to further energy help and advice and food support. We also aim to educate and upskill at these events, having recently organised a Scam Awareness event with Craig, our local PCSO, talking to attendees about what to be aware of locally. Citizens Advice are scheduled to attend in December to provide general and energy advice. We are working with other agencies to come in and present or provide drop-in advisory sessions. Helen, our CDC, has trained as an Energy Champion and will be providing advice and support at all hubs.

During summer school holidays and scheduled for upcoming XMas holidays we also ran a children's arts & crafts session at the hub. This accommodated 10 children ages 4 - 7 and their parents. It was consistently well attended.

Arts & Crafts

Our arts and crafts sessions have been running since June 2021. Fortnightly on average 20 people attend and create art. Whether it be paper, paint, sculpture or collage, the primary reason for attending is the social connection that is made. Great friendships have flourished amongst a mixed demographic. Ukrainian refugees, asylum seekers, adults with additional needs or dementia, as well as a mixed age range attend on a regular basis to make art. Importantly, those once isolated attendees make new friendships which continue to develop outside the forum, with some of them now holidaying together, meeting up regularly at other CK sessions and having coffee and dinner dates with one another.

Digital Tech Cafe

In November 2022, we hosted our first digital tech cafe at the Kenilworth Centre. Volunteers from Cheylesmore Good Neighbours and Warwick University attend each Wednesday to teach and support the community with their digital tech. Whether this be iPad's, smart phones or laptops, they can access face to face support on a range of issues. This has been hugely successful, helping people to use their technology safely. A number have been helped to navigate the NHS apps enabling them to get appointments and results more easily.

Bereavement Cafe

Our monthly bereavement cafe is a local bereavement support group developed in order to provide a free, relaxed, safe space to talk to others going through similar circumstances.

Cafe's commenced in May 2022 and we have hosted one every month since, coming up to our 19th cafe this month (November 2023).

Dementia Drop In

We work closely with social prescribers in Kenilworth and recently supported their Dementia Drop In day on August 3rd where patients and their carers across Abbey and Castle Medical Centres were invited to receive information and guidance on relevant supports in the local area. Over **50** people attended and CK distributed 50 of our Dementia Leaflets. CK volunteers sat with attendees and talked them through the various programs, support and activities available in Kenilworth and surrounds. The feedback was excellent. Many had no idea that there were multiple activities available. These leaflets have now been shared more widely with other agencies who attended the drop in as well as GP surgeries and the social prescribing team. These have since been distributed more widely across the Warwickshire region via the PCN.

CK & THE KENILWORTH CENTRE PARTNERSHIP PROJECTS

Compassionate Kenilworth have continued to work in partnership on a number of community projects with the Kenilworth Centre.

Since September 2022 we have delivered a series of Warm Hub/Community Hub events. These include delivery of a regular monthly Board Games Hub, a monthly Community Dinner and Live Music Hub and regular blocks of Community Kitchen to support locally placed Asylum Seekers and enable them to cook food from their home countries. These have been funded during 2023 by a combination of a large Rotary donation and a grant received from WCC Councillors via tKC.

Board Games Hub - We run a monthly board game hub in the tKC youth room. This is a free to access games hub where families and individuals can play a variety of board games. We have regular special events, such as appearances by magician Angus Baskerville and a recent Pokemon themed cafe.

Community Dinners - Since October 2022 we have hosted (with sponsorship from Cook and a donation from Rotary Club), monthly free community dinners with live music. These have proved successful and a lovely opportunity for the community to

socialise, eat together and make new friendships. Sundays can be particularly difficult for isolated people, many of whom are bereaved. We have 39 people booked in for our Turkey dinner on Sunday, November 26th.

Supermarket Voucher Scheme - CK & tKC are in receipt of a WCC grant to address cost of living issues and have been working with local referrers from Social Prescribing team, Kenilworth School and local faith groups to provide an emergency supermarket voucher to identified families and individuals in need, alongside providing referrals for additional support. In line with the Food Bank criteria and assessment process, we offer signposting and onward referrals as part of this package of support.

tKC are a referral and a collection point for Warwick District Foodbank and staff and volunteers from Compassionate Kenilworth are able to refer into tKC for access to this provision.

Slow Cooker Course

CK & tKC recently delivered a four week slow cooker course, where participants attended demonstrations at tKC and learned how to use a slow cooker to make various low cost, healthy recipes. They received a free slow cooker and energy support as well as social connection. This was a free to access course funded by Cadent and coordinated by WRCC held in October 2023. This was a very popular course, with great feedback. 12 participants attended this course. All over 70 with a mix of 8 men to 4 women. All but one male attendees were over 80, bereaved and previously finding cooking for themselves difficult. Many are now using their slow cookers regularly to cook. We have multiple people on a waitlist and have applied for and have received funding to run another course in Spring 2024.

ASYLUM SEEKER SUPPORT

Since November 2021 tKC has been working with Compassionate Kenilworth and local faith groups and Warwickshire County Council to support locally placed Asylum Seekers. We coordinate and work with multiple volunteers to provide the following supports:

Clothing Distribution - tKC store and with help of CK volunteers distribute donated clothing for Asylum Seekers since November 2021. Since May 2022, we have received over 450 requests for clothing and have volunteers sorting and packing weekly. We receive donations from the local community, Warwick University Sustainability Team and Gain International.

Community Kitchen - tKC with support from CK have opened up the kitchen and have a grant to fund regular opportunities for asylum seekers to access the kitchen and cook for themselves and their peers. This is part of our warm hub offering.

Together Through Sport - in partnership with tKC and our friends at Onside Coaching, we have been working to deliver access to sports for locally placed Asylum Seekers. Onside have raised over £3000 since June 2022 which has funded weekly football pitch hire at the old and now new Kenilworth School sites. Football practice every week and regular friendly matches against local teams. PE Sports International have delivered a free six month block of volleyball sessions at tKC, funded by fundraisers at Warwick University. This is having a profound positive effect on their mental and physical wellbeing.

BREAKFAST & LUNCH PROVISION @ Kenilworth School

For the last 20 months we have delivered breakfast provision to students at Kenilworth School. tKC's Lead Youth Worker, Sam Metcalfe takes responsibility for managing this project, working with teachers and support staff to ensure that children can access breakfast items and do not start their day hungry.

Bakers Dozen Voucher Scheme - Sam has been working in Kenilworth School to identify young people attending school hungry. Funding has allowed us to pre-pay for vouchers for a local bakery. Vouchers are given to young people in need of food. We have reviewed the project and are in the process of making some changes to the way the vouchers are issued and young people identified. Sam continues to work with staff in the school to support these young people.

There were a number of students who used the scheme on a number of occasions and these students were also given additional advice and support and access to the breakfast provision at Kenilworth School. Issues identified during the referral process were around lack of food at home, low income and attending school hungry. With consent, families were referred onwards to the emergency food program that CK administered and also referrals to Warwick Food Bank were made.

We will continue to pilot this scheme as there is a small identified but critical need. We are in discussions with school and Sam Metcalfe about how we can reduce the stigma associated.

We will seek additional finances in conjunction with tKC to fund Sam Metcalfe's future hours to manage the three food provision schemes. CK has funded Sam to coordinate this support at Kenilworth School until now.

CK MARKETING & COMMUNITY CONNECTOR PROGRAMME

Waitrose Cafe Promotion Day

As part of our wider promotional strategy (Community Connector Programme) CK hosted a pop up hub at the cafe in Waitrose to talk to customers about all of the social isolation and warm hub activity available in Kenilworth. This was a hugely successful information session and we have witnessed an increase in attendance and engagement based on this day. We hope to organise others.

Business/Organisation/Health Briefings - Community Connector Programme

CK has started to organise briefings at multiple high street and local businesses. We are meeting with staff from a variety of businesses to promote the offerings of CK. Educating staff as 'Community Connectors' in order to spread the word/cascade information to clients about opportunities available for residents of the town.

Our first raft of meetings have included : Local Grocery Stores, solicitors, pharmacies, Hairdressers, Estate Agents (aim of welcoming newcomers to the town and those upsizing or downsizing due to change numbers at home), Funeral homes (to provide signposting to those bereaved and isolated) as well as ensuring that those who visit residents at home (Post Office staff, Milkmen, Window Cleaners who might be some of the only visitors a person might have) are aware of various supports and activities available in our town. These staff become our community connectors and share information to help reduce social isolation and loneliness within our community. Often our most isolated are "hidden" at home and traditional marketing/promotion does not reach them.

We are consistently working with the social prescribing team across both of Kenilworth's surgeries and update them regularly with opportunities for support. Recently there has been a group of volunteers recruited by the surgeries to act as wellbeing monitors and check in with patients who the GP's are concerned about. We are in contact with this cohort and planning to deliver briefings to these volunteers. We are currently in discussion with the social prescribing team about a joint delivery wellbeing session in March for Social Prescribing Day.

To help us with this additional promotional project (community connector briefings) we successfully secured funding through Heart of England for a 6 month part-time contract role to help us try to find those isolated residents most hidden in our community and also to help further develop and deliver our hub/support cafe offerings over winter. Having received a grant from WCC for marketing / promotional costs relating to the community connector project. We are currently looking at funding for a CK community noticeboard in Talisman Square to direct people to for

information and we will update and reprint the leaflet we created and published last winter that outlined ALL local free hubs and activities available to Kenilworth residents, be they organised by CK, faith groups or others. The contractor in role (Helen Braithwaite) had previously worked with us (she ran the Covid support team Pharmie Army who delivered 7,000 prescriptions across Kenilworth through the pandemic), so she knew our work and many residents well. Helen has recently undertaken training to become an “Energy Champion” to provide energy advice and support at our various hubs and across the broader community. Compassionate Kenilworth continues to grow to enable us to deliver our numerous activities and expand our support across multiple demographics in our town.

Additional Projects for Spring 2024

- Health & Wellbeing Day

Planning is underway for a Health & Wellbeing Day for January 2024 to be hosted at tKC. Various free to access mental health and wellbeing providers will share information and offer demos and tasters for their services. This will be a free to access day and we are excited to work more closely with mental health and wellbeing services to promote their opportunities.

- Repeat Slow Cooker Course

None of the above work would be possible without secured funding for the two paid roles within the charity and the thousands of unpaid hours of volunteer work that go into Compassionate Kenilworth.

For more detail of our projects and information leaflets, please see appendices included with this application that offer a review of:

- Our Audited Accounts
- Social Isolation Hub activity Report
- Bereavement Cafe Report
- Digital Tech Cafe Report
- Asylum Seeker Support Report
- Dementia Activity Leaflet
- Where to go for Help Leaflet
- Community Free Weekly Social Warm & Friendly Places

Data Protection Statement

The information which you give when completing your application form will be used in accordance with the Data Protection Act 1998 and for the following purposes: to enable the organisation to create an electronic and paper record of your application; to enable the application to be processed; to enable the organisation to compile statistics, or to assist other organisations to do so, provided that no statistical information that would identify you as an individual will be published. The information will be kept securely, and will be kept no longer than necessary.

PLEASE RETURN THE COMPLETED FORM AND ENCLOSURES TO

**THE TOWN CLERK
KENILWORTH TOWN COUNCIL**

VIA EMAIL TO kentc@kenilworth.org

On your covering email – please confirm the following

Name and contact email and daytime telephone number.

Bank details – name and address of payee, bank sort code and account number