

Project Manager's Report to Trustee Board

Please accept my apologies for non-attendance, but I am caring for my disabled sister in Yorkshire, so my brother in law can have a short holiday. The items I would ask the Board to note are as follows:-

- Now relocated at both Northgate and Newbiggin. Seems to be working well and popular with all.
- Attended Morpeth Mayor's end of year event to collect cheque for WVFB (we were his charity for 2017-8). With further trailing donations still coming in this should total close to £8k
- Commenced new practice of recruitment/induction in batches. This appears to work well, with interaction/ideas exchanged between new volunteers. The next induction group is scheduled to commence early July
- Working on integrating Newbiggin into overall foodbank and getting volunteers to see themselves as WVFB team members as opposed to identifying with a specific centre/ function. This will take time to break old habits!
- Van driver shifts are getting busier. As soon as arrangements are in hand for holding of keys at Northgate reception (interim measure prior to appointment of Support Worker), will be introducing further morning van shifts
- I have suggested some activities which can be devolved from Project Manager to the proposed Support Worker (see Sheila's paper). However for obvious reasons I would wish to be involved in any discussion re further devolvement of my duties.

Linda

Project Manager

17 May 2018