

Well London

Communities working together
for a healthier city



Better food for all: promoting well-being through community-led food projects

A Well Net event - the Well London learning network
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FOOD CO-OPS

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1. Aim & vision

Why are you setting up the project?

health inequality, social inclusion, job creation, skills development, volunteering programmes, create markets for producers- sustainable procurement, social marketing for wider health programmes

What are your long terms aims/ dreams?.

Personal objectives as well as organisational

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•Project Mgt & governance

Who is the lead body? Individual

Who will own the project? Who will make the decisions? How will decisions be made?

What happens if you make a profit?

Options. Partnership, social enterprise – community owned business/co-op, private company, CIC, Co-op, Charity voluntary organisation.

Sources of governance support. Local Voluntary Action Council, Social Enterprise London

Co-ops UK Governance & Participation software – best for governance models.

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3. Needs Assessment/ Feasibility Study

Community Needs Assessment

(Audits) Surveys, questionnaires or informal expressions from key people

Foot Fall

Local Competition.

If the aim of the project is to access fresh fruit and veg ensure you don't directly compete with existing services

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4. Staff & Volunteer Mgt

Expertise is required concerning, recruitment, management & development of staff and volunteers.

Willing volunteers

Volunteer policy.

Volunteer roles &
agreements

Volunteer expenses

Budget

Local volunteer recruitment
Centre, NCVO, LVSC



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5. Location / Accommodation

Prominent, accessible place

Preferably outside to ensure wider visibility, maximum access, security & opportunity for community cohesion.

F&V displayed appropriately, and have protection from the elements.

The stall will need to be positioned close to a source of electricity for the tills and scales.

The stall will also need to be positioned close to a building that can provide access for bathroom and drinks facilities for the volunteers, and storage for the stall & stock.

Consider security of stock, cash and staff / volunteers

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6. Risk Assessments & H&S Policy

As any food 'business' the project would need to comply with all current legislation. Food hygiene training, storage etc.

You are required to register with your local Environmental Health Department which is free and they will give you appropriate guidelines.

7. Insurance

Public and employers liability insurance that also covers volunteers and product liability to cover stock.

8. Trading Licence

Contact your local authority re licence requirements, speak to trading standards . It is common for local authorities to waiver this

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9. Operational Plan

Opening Hours

Costing, Pricing systems & Stock Control systems

Suppliers & Deliveries

Customer service



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10. Business Plan, Budgets & Funding - Sustainability

A wide number of funding sources are available for these projects, but it is important to consider sustainability, business planning is essential.

sustainability

pricing

funding/ fundraising

employment

legal structure

Budgets (revenue & gross
profit margin)



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11. Monitoring & Evaluation

Reaching the Customers desired.

Measuring change in consumption & attitudes

(Links to C.N.A & starting point)

Sales & business plan targets

Data Collection; transactions, average spend, customer address

Anecdotal & quotes



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Further Support

NFAP www.nfap.org.uk

GCDA www.gcda.org.uk

Tower Hamlets CDA www.co-operation.coop

Elfa www.elfaweb.org.uk

Making Local Food Work www.makinglocalfoodwork.co.uk

Local Food www.rswt.org/localfood

Sustain – London Food Link www.sustainweb.org





Food co-ops website

www.foodcoops.org



The home of Food Co-ops on the web – aims to raise the profile of food co-ops and get more people to shop there

The screenshot shows the FoodCoops.org website in a Mozilla Firefox browser. The browser's address bar displays the URL <http://www.sustainweb.org/foodcoops/>. The website features a navigation menu on the left with links for Home, About food co-ops, Food co-ops toolkit, Food co-ops finder, Add your co-op, News and events, About us, and Contact us. The main content area includes the FoodCoops.org logo and tagline, a paragraph about the website's purpose, and four interactive sections: 'Set up a food co-op', 'Find your nearest food co-op', 'Add your co-op to the finder', and 'Sign up to our e-newsletter'. Each section contains a brief description and a 'Go' button. The website also includes contact information for Sustain 2008 and logos for 'making local food' and 'LOTTERY FUNDED'. The browser's taskbar at the bottom shows several open applications, including Firefox, email, and various windows.

FoodCoops.org
the home of food co-ops on the web

Home
About food co-ops
Food co-ops toolkit
Food co-ops finder
Add your co-op
News and events
About us
Contact us

More and more people are setting up food co-ops so they can get good food at an affordable price. Our food co-ops website can help you find out if there's already a food co-op in your area, or if not will give you all the information you need to set up your own food co-op.

Set up a food co-op
Our food co-ops toolkit aims to highlight all the key things that you need to think about if you want to set up your own food co-op.

Find your nearest food co-op
Use our interactive map to find your nearest food co op or search by entering your postcode below.

Add your co-op to the finder
If you want to promote your food co-op and attract new customers add your details to our food co-ops finder here.

Sign up to our e-newsletter
Enter your email address below to join the food co-ops e-newsletter.

FoodCoops.org
Sustain 2008: Home / About / Toolkit / Finder / Add / News / Us / Contact /
E: foodcoops@sustainweb.org T: 020 7837 1228
Text size: larger / smaller

making local food
LOTTERY FUNDED
sustain

Find you nearest food co-ops with the food co-ops finder

The screenshot shows the FoodCoops.org website in a Mozilla Firefox browser window. The address bar displays <http://www.sustainweb.org/foodcoops/index.php?id=663>. The website features a logo of a pea pod and the text "FoodCoops.org the home of food co-ops on the web". A navigation menu on the left includes links for Home, About food co-ops, Food co-ops toolkit, Food co-ops finder, Add your co-op, News and events, About us, and Contact us. The main content area is titled "The food co-ops finder" and includes the instruction: "To find your nearest food co-op click on a marker on the interactive map, or enter your postcode and click 'Go'". Below this is a text input field for a postcode and a "Go" button. A map of the United Kingdom shows various cities with markers indicating food co-op locations. A large image on the right side of the page shows several bags of potatoes. The browser's taskbar at the bottom shows the system tray with the time 15:55.

If you would like to be listed you can add your details now!

Sustain Database Update - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://www.sustainweb.org/sdb/1.php?id=4007&e=144117750

Most Visited HMRC: Login PDF catalog creator fo...

osCommerce MySQL Databases 79.170.40.163 / loc... osCommerce Bruce Holdsworth... the-affair.com / li... Food co-ops :: Ad... Sustain Database... x

Contact details

Please review the form below, and then click the "save" button to confirm and store the information

Are you entering your details as an individual or an organisation/company?*

Individual: I am an individual such as a food writer or passionate punter

Organisation / company: I am a producer, supplier, baker, retailer or represent an organisation

* Please note - If you tick individual you will not have the opportunity of adding your records to the local food finder or real bread campaign search engines. If you follow either route you will have the opportunity to join one of Sustain's networks or projects such as London Food Link or Local Action on Food.

Please enter your contact details, or those of your organisation / company.

Firstname

Surname

Organisation / business New record

Website As <http://www.website.org>

Telephone

Email

Address



City

County

Postcode

Click 'save' to store and confirm the above information and move on to the next page

If you have any problems please contact Sustain on 0207 837 1228, or email sustain@sustainweb.org

Done

2 Firefox Inbo - Th... Compose ... 7 Windo... Inbo - Wi... 2 Micros... Untitled - ... project dis... Document... 15:56

The website will feature information about food co-ops and how to set them up in the toolkit section

Food co-ops - About food co-ops - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://www.sustainweb.org/foodcoops/index.php?id=661

Most Visited HMRC: Login PDF catalog creator fo...

osCommerce MySQL Databases 79.170.40.163 / local... osCommerce Bruce Holdsworth Bo... the-affair.com / limite... Food co-ops : About ...

About food co-ops

Home

About food co-ops

Food co-ops toolkit

Food co-ops finder

Add your co-op

News and events

About us

Contact us

What is a food co-op?

There are lots of different types of food co-ops and so it is quite hard to come up with a simple definition that describes all of them. However, the main principle behind all food co-ops is that by pooling their buying power and ordering food in bulk direct from suppliers, a group of people can buy good food at a more affordable price.

Small food co-ops or buying groups work by collecting together everyone's orders in advance, whereas other models operate more like food businesses in that they order the produce from suppliers and then sell it to their customers via stalls, bag or box schemes, mobile stores, shops or other types of outlet.

The main things food co-ops have in common are they:

- Are run by the community for the community
- Aim to supply produce at more affordable prices than other outlets
- Are run on a not for profit basis
- Generally rely on the support of volunteers, either in the day-to-day running or on the committee

However, that is where the similarity ends, as every food co-op is unique, and the way it runs will depend on the community it serves and the people who run it. Food co-ops can differ in almost every way including:

- What they sell** e.g. a lot of food co-ops sell fruit and vegetables, whereas others focus on organic wholefoods and some also sell a eggs, meat, dairy produce or other foods.
- When they sell it** e.g. many food co-ops only run one day a week, some meet once a month, and others are open every day.
- How they sell it** e.g. some sell their produce loose on stalls, whereas other sell it pre-packed in bags or boxes.
- Where they sell it** e.g. food co-ops run it a wide range of locations e.g. schools, community centres, church halls or even have their own shops.

The food co-ops toolkit will cover the following areas and will include downloadable templates, such as sample press releases and questionnaires and links to other useful websites:

- What is a food co-op
- Different types of outlet

Planning

- Needs assessment

People

- Volunteers
- Customers
- Partner organisations
- Training

Produce

- Suppliers

Premises

Practical resources

- Funding
- Equipment

Procedures

- Ordering
- Storage
- Finance

Permits and licences

- Food hygiene
- Trading standards

Promotion

- Marketing
- Education

Policies and principles

- Governance

Progress

- Monitoring and Evaluation
- Sustainability