

Food Hubs – How to Guide

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What is a Food Hub?

A Food Hub is a unique way of tackling food insecurity locally.

A Food Hub enables local people to purchase food that would otherwise go to landfill.

The Food Hub project offers support for families that are struggling financially - which has increased dramatically due to the cost of living crisis.



By setting up a Food Hub, you are not only supporting local families, you are also making relevant connections and supporting your children.

The provision is being recognised and graded highly within Ofsted.

If you decide to set up a Food Hub, you will be supported for the first 8 weeks by Stephanie Henry, Bassetlaw Food Insecurity Network Coordinator (pictured right) and Melanie Richardson, Food Champion, Rhubarb Farm (pictured left).

Structure of the Food Hub

During the first 6 weeks of your new Hub, you will be supported with your Food Hub deliveries by Rhubarb Farm. Food will be delivered on a pre-arranged day and time and will arrive in a chilled food van. Please refer to the Terms of Reference for full details of the structure of the day. School families will then be able to purchase a bag for £3 and have the opportunity to fill this bag with surplus food. Families can repeat this process again and purchase additional bags if needed, subject to the food available.

For the final 2 weeks of the programme, your food deliveries will come to the school instead of Rhubarb Farm and Melanie and Steph will meet you at the school as normal.

This allows for a phased transition for the school, so that you are then ready to take the Food Hub on in house.



Support for the programme will not cease after the 8-week period. If you need further help after this time, which could be extended time or advice on supporting families during the school holidays, both Steph and Mel will be able to continue to advise you.

Contact details:

Stephanie Henry: stephanie.henry@bcvs.org.uk

Melanie Richardson: melanie@rhubarbfarm.co.uk

What to expect on the day...

14.30 – Van arrives on site

14.35 – Unloading of the produce



14.50 – Brief with the team on the structure of the day.



15.00 (though depending on school timings) – Hub open to families/community to shop.

15.45 – End of play, load up van.

As the 8 weeks progress, you will notice that timings will speed up as the Hub finds a routine for your school.

Setting up deliveries to your school

For the duration of the 8 weeks, Melanie and Steph will be testing and trialing the quantities of food that are best for your school, as well as layouts and structures.

Every school is different and this allows the Hub to be tailored to suit your environment and the specific needs of your families. Some schools will require more food than others.

We will work in partnership with Anthony Holder from Fareshare Midlands and will transition orders to yourselves during this 8-week block.

Fareshare work on a pricing structure which can be adapted and tweaked at any time. For example, you may find during the school holidays you need less, and at Christmas you may notice an increase. Weight can be adjusted, changed or stopped on a weekly basis - there are no commitments.



Membership Fee Structure

Band	Weight (Up to)	Per Delivery	Per Collection
Band 12	880 Kg	£339.00	£286.00
Band 11	780 Kg	£302.00	£254.50
Band 10	680 Kg	£265.00	£222.50
Band 9	580 Kg	£228.00	£191.00
Band 8	480 Kg	£191.00	£159.00
Band 7	380 Kg	£153.50	£127.00
Band 6	280 Kg	£111.50	£92.00
Band 5	220 Kg	£92.00	£76.50
Band 4	180 Kg	£74.00	£60.50
Band 3	150 Kg	£60.50	£50.00
Band 2	120 Kg	£47.50	£39.00
Band 1	80 Kg	£32.00	£26.50
School Standard	60 Kg	£21.00	£16.00

Once the deliveries are set up, Fareshare will deliver to you directly at your School. Contact details to set up this process are:

Anthony Holder – anthony.holder@faresharemidlands.org.uk

Mobile – 079494 079 517

Fareshare work with schools in supporting them with food deliveries so are very accommodating when it comes to the timing of food drops and they are always happy to unload the crates and help on the day.

Things to consider

For the project to be sustainable it is crucial that there is a group of staff or volunteers that will support the running of the Hub.

For some schools, Staff are happy to take on his responsibility, and in other schools the PTA or general parent volunteers are happy to help.



Kingston was the pilot school for the project.

Kerrie Longley from Kingston Park Academy, said:

'We were thrilled when we started working with Rhubarb Farm and BCVS. As a school community, we are growing increasingly aware of the cost of living crisis and how it is impacting on our families. When Steph approached the school and asked us to be involved as the pilot school for the area, we jumped at the chance. At 3pm, on the first day, we opened the gates to parents and what happened massively surpassed our expectations. Almost all of our families came along and bought the £3 bag to fill with a wide variety of food. The feedback we had showed how much it meant to our school community and we look forward to doing it all again each week.'

Support for a Fridge and Freezer

As part of the scheme, schools who work in partnership with the project will be supported with a fridge and freezer.

This additional support will be thanks to Feeding Britain, allowing you resources to store food deliveries correctly at no additional cost to the school.

During the initial 8 weeks Stephanie will discuss options of a fridge and freezer with you. This will also allow the transition across to you to be smooth when taking deliveries, yourself.



FAQ's

Does the Food Hub take up a lot of time?

The structure shown above is the general timings for the first few occasions. We find the whole process takes approx an hour once all systems are in place.

Are we tied into anything? Can we stop at any time?

You are not tied into any long-term commitments and you can change at any point. If you want to change quantities or delay deliveries you can do this at any point.

Do we need to source the fridge/freezer?

No, Stephanie will work with you and discuss the fridge and freezer options with you. Different fridge / freezers will be available we will accommodate the best option for your needs.

Does the Hub cost a lot of money for the school?

A breakdown of costings will be shared with you, however, you should find most weeks you will make a slight surplus. We will ensure the correct weight is delivered to your school to firstly meet the need but also give you additional funding to your school. This money can then be used to support the school in any way you wish.

Additional Funding opportunities:

Nottinghamshire focus:

- **Notts Community Foundation** - <http://www.nottscf.org.uk>
- **Boots Charitable Trust** - https://www.boots-uk.com/corporate_social_responsibility/boots-charitable-trust.aspx
- **The JN Derbyshire Trust** - supports people in Nottingham and Nottinghamshire by making grants to community and voluntary groups who work to improve their communities. Awards up to £10k. <https://www.nottscf.org.uk/grant/j-n-derbyshire-trust/>
- **May Hearnshaw Charitable Trust** (May Hearnshaw's Charity) Focus: promotion of education, advancement of religion and relief of poverty and sickness. Grants are made to charities working in the South Yorkshire, North Nottinghamshire, Derbyshire, East Lancashire and Cheshire areas. Applications may be made in writing to the correspondent. Email: paul.randall@bhp.co.uk
- **Lady Hind Trust:** <http://www.ladyhindtrust.org.uk/node/7> and the Charles Littlewood Hill Trust https://www.charleshill.org.uk/?page_id=22 (the two trusts are connected)
- **Hillards Charitable Trust** – usually only £1k grant, but make two £10k grants per year. <https://www.hillardstrust.org/grants>
- **Dunn Family Charitable Trust** - This trust supports general charitable purposes including health and social welfare. There is some preference for organisations in Nottinghamshire and the trust seems to provide annual support to about two thirds of its beneficiaries. contact@rushcliffe.co.uk
- **The Jones Charitable Trust:** <https://www.thejonescharitabletrust.org.uk/>
- **Forman Hardy Charitable Trust** - <https://www.activenotts.org.uk/funding/558>

National:

- **Garfield Weston Foundation** <https://garfieldweston.org/> Info: Broad range of focus areas including welfare, community and youth. 2 types of grants - regular up to £100k and major over £100k. Awards grants for Capital, Project and Revenue costs. Regular Grants Programme (under £100k) is open all year round.
- **North Drift Foundation** <https://www.northdrift.org/> Focus: General charitable purposes; education; health; human rights; relief of poverty. Application form on website.

List of additional Food Suppliers

We have also compiled a list of additional food suppliers which you can link to alongside Fareshare to support your Food Hub. This information is compiled and supplied by Feeding Britain and is available on the Food Hub section of our website via www.bcvs.org.uk/bfin

