

Setting Up a Community Larder

Summary

A Community Larder is one opportunity available to community groups and organisations as a way of addressing food poverty. A Community Larder is open to everyone, there is no referral system required and people can choose the items they would like. Across Sutherland there are a number of Community Larders operating effectively, an example is the Kyle of Sutherland Community Larder established in October 2019, further information can be found on the Trust's website: [Community Larder – KoSDT.com](https://www.koSDT.com).

A Community Larder operates differently to a Food Bank, as food banks tend to operate on a referral basis. Further information on food banks can be found here: [The Trussell Trust - Stop UK Hunger](https://www.trusselltrust.org/).

If everyone uses a Community Larder everyone feels comfortable using it. Community Larders help to reduce food insecurity stigma, with a clear message that there is no shame or guilt in accessing donated food. Often people do not access Larders because they feel they do not qualify, or they think they need permission. By offering a Community Larder within your community, with no stigma attached, you are offering a mechanism for members of the community to access food no matter what their circumstances, you are reducing food waste and you are supporting your community to overcome food inequalities and are promoting dignity within your community.

For further information about the importance of a dignified response in relation to food insecurity, a copy of the report commissioned by the Scottish Government is available here: [Dignity: Ending Hunger Together in Scotland - gov.scot \(www.gov.scot\)](https://www.gov.scot/publications/dignity-ending-hunger-together-in-scotland-2020/pages/1-1-introduction.aspx).

Community Larders support communities overcome additional barriers people face, such as reducing social isolation. Community members can access food within their local community and do not have to travel far, it may be the only time a member of the community leaves their house and it is important to consider these additional barriers when setting up a Community Larder.

Sutherland Community Planning Partnership

In February 2021 the Sutherland Community Planning Partnership (SCP) launched the 2020 – 2025 Sutherland Food Strategy, alongside this the SCP Food Sub-Group continues to work towards the evolving Action Plan. A copy of the Strategy is available here: [sutherland food strategy 10 feb 2021 002 .pdf \(highlandcpp.org.uk\)](https://www.highlandcpp.org.uk/wp-content/uploads/2021/02/sutherland-food-strategy-10-feb-2021-002.pdf) and further information on the Food Sub-Group can be gained from the Sutherland Ward Manager at phil.tomalin@highland.gov.uk.

It is important to check if there are any existing services being provided within your community. This can be done by checking the SCPs Community Food Map, available here: [Sutherland Food Map – Google My Maps](https://www.google.com/maps/@57.45, -4.45, 15z). If there are existing food services being provided within your community it is recommended that contact be made with them to assess the opportunity to work in partnership, this may include growing projects or neighbouring communities also. Existing projects will be an important resource in terms of advice, guidance and ideas. Please e-mail sutherlandcommunitypartnership@gmail.com to inform them of your new Community Larder and to have it added to the map.

The Sutherland Adaptive and Collaborative Communities project launched a Project Management Toolkit in May 2021, this document brings together a set of tools that can be used together to fulfil a range of project management purposes. There is no requirement to use all of the tools for every project, and sometimes you can adapt them to suit a specific area of work. The aim is to support you in your role of working towards community projects, and allowing you to progress quickly and efficiently. A copy of the Toolkit is available here: [project management community toolkit final 18th may 2021.docx \(live.com\)](https://www.live.com/ProjectManagementCommunityToolkitFinal18thMay2021.docx).

First Steps

Funding

One of the first steps you may need to take to establish your Community Larder is to fundraise. You could do this through a JustGiving (or similar) campaign - [Online fundraising donations and ideas - JustGiving](#).

There are funders who may support the establishment of a Community Larder, it is worth checking on the Funding Scotland website - [Funding Scotland](#) first. Initial options could include:

- Highland Council Ward Discretionary Fund - [Grants - Ward Discretionary Fund | The Highland Council](#)
- Anne Duchess of Westminster Fund - [ADWF - Anne Duchess of Westminster's Fund](#)
- Awards for All Scotland - [National Lottery Awards for All Scotland | The National Lottery Community Fund \(tnlcommunityfund.org.uk\)](#)

Location

A suitable location for your Community Larder will need to be identified. It could be within an existing structure or space within your community, perhaps in a church hall or community centre for example but you may need to build a separate and external structure.

It is important to note that the location and storage required will need to be waterproof and may need to be temperature controlled depending on the food you wish to stock. It will need electricity if you plan to install fridges or freezers.

If you do want to build a structure a suitable plot of land will need to be identified, and permission sought from the land owner prior to you building the structure. You may also need to gain planning permission from Highland Council. You can find out further information on if you require planning permission on the Highland Council website - [Planning permission | Planning permission | The Highland Council](#).

Highland Council

Once you have identified a potential Location, it is important to identify the owner should it be a building or land. One of the first point of contacts to research these steps is with the Sutherland Ward Manager: phil.tomalin@highland.gov.uk. The Ward Manager can give advice and signpost you to the right departments within the Highland Council on issues including environmental health, land ownership, leases, planning permission, Community Asset Transfer of land or premises. The Food Growing Coordinator is another point of contact to utilise, you can contact them at kirsty.ellen@highland.gov.uk.

CFine and Fareshare Scotland

No Good Food Should Go To Waste. CFINE operates FareShare Scotland in the North of Scotland, which is part of the FareShare UK network. CFine supplies over 60 charities and community organisations around the Highlands and Islands. They take perfectly good in-date surplus from the food industry that would otherwise go to waste and redistribute it to charities and community organisations who turn it into nutritious meals for those in need.

To find out how you can access the surplus food and become a member please contact local development officer Michael Sutherland at Msutherland@cfine.org or phone him on 07533561755. You can also get more details and join Fareshare online by using this link: [FareShare - Getting Food](#). Once registered details will be passed to the development officer who will contact you to discuss the membership process.

Food Safety

A Food Safety management system will need to be implemented for your Community Larder. Contacting the Environmental Health department within Highland Council will support you with this and you may need to register your Location: [Health and safety | The Highland Council](#).

The Food Standards Agency oversees the legislation connected to food hygiene and food safety standards, further information on the legal requirements required can be found on the website: [Managing food safety | Food Standards Agency](#).

Additional Steps to Consider

Staff and Volunteers

It may be that you have an existing resource of staff or volunteers to establish, manage and run your Community Larder. If not, it is recommended that a clear staffing structure, including volunteers, for your Community Larder is identified as early as possible.

Support with Volunteer Recruitment and Management is available through Voluntary Groups Sutherland (VGS) who have resources including a Volunteer Handbook, Application Form and Volunteer Agreement for third sector organisation to access. You can contact VGS by e-mailing contact@vgs.scot. Volunteer opportunities can be advertised through VGS also.

Insurance

If you are an existing organisation, you will have Public Liability Insurance, please contact your policy provider to discuss the addition of a Community Larder to your service provision and policy. Your insurance provider will guide you through what is required and any additional costs that may be involved in terms of insurance.

Governance Structure

If you are an existing organisation, it may be worth considering and reviewing your governance structure going forward. It is possible to set up and run a Community Larder as a constituted body with a bank account. However, additional governance requirements will protect you and the future of your organisation if you consider the additional options available. This could also, potentially, improve or increase your chances of accessing external funding.

There are several sources of information available regarding the different Governance Structure available in Scotland, including the Scottish Council for Voluntary Organisation who has varied and important advice on their website: [Get started – SCVO](#).

Other Suppliers

Over above receiving food from CFINE it is possible to build connections with local shops or supermarkets to receive donations from them directly. You may also want to consider if you want to receive donations from members of your community.

Publicity and Marketing

Raising awareness of your Community Larder within your community is important. You may wish to do this using a variety of methods such as a door to door leaflet drop, setting up a Facebook page, taking out an advert in the local newspaper, adding it to your existing website.