

# SUSTAINABLE FOOD PLACES

## Phase 3 Master Reporting Form March/April 2023



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### INFORMATION FOR GRANT HOLDERS

**Please read the following information carefully and complete the sections of this reporting form relevant to your current SFP grants. Please return this form to [sfcgrants@soilassociation.org](mailto:sfcgrants@soilassociation.org) by no later than Thursday 25<sup>th</sup> April. We may then get back to you to ask for further information.**

#### **Grant holder reporting requirements**

As a Sustainable Food Places grant recipient, one of the conditions of your grant is that you report on the progress and delivery of grant-funded activity at six-monthly intervals for the duration of that grant. The single grant reporting form below - broken down into sections for each grant - allows for reporting on multiple grants at the same time.

SFP requires satisfactory reporting before we can release outstanding or future tranches of funding. Full details of your responsibilities related to any specific grant will be outlined in your original grant agreement. Please read the introduction to Section 2 below before completing the form to ensure you understand the type and level of detail that is required.

#### **Our commitment to grant holders**

We will send reporting forms out to grant recipients at least four weeks before the report submission deadline. We are happy to provide further support and guidance to grant holders on reporting requirements – please email [sfcgrants@soilassociation.org](mailto:sfcgrants@soilassociation.org).

For any grant holder, we may come back to you to ask for a case study on a specific aspect of your work to share with the rest of the SFP Network. We will give timely notice and sufficient support to do this.

The information you provide forms may be shared with Sustainable Food Places staff across our partner organisations; Soil Association, Sustain and Food Matters. If your work is based in Wales, Scotland or Northern Ireland, then your reports may be shared with Public Health Wales/ Food Sense Wales), Nourish Scotland and Northern Ireland Environment Link respectively. All reports will also be shared with our evaluation partners at the University of the West of England.

For further information on the Sustainable Food Places GDPR and privacy policy please visit our website: <https://www.sustainablefoodplaces.org/home/privacypolicy/>

**SECTION 1**  
**GENERAL INFORMATION**  
**To be completed by ALL grant recipients**

<b>1.1) Name of partnership:</b>
Lewes District Food Partnership
<b>1.2) Name and contact details of local SFP coordinator:</b> (please include the name of organisation, email, and telephone)
Ruby Makepeace-Somerville Lewes District Food Partnership Sussex Community Development Association <a href="mailto:ruby@sussexcommunity.org.uk">ruby@sussexcommunity.org.uk</a> 07542305688
<b>1.3) Name and contact details of the person managing the coordinator:</b> (please include the name of organisation, email, and telephone)
Stef Lake Chair of Lewes District Food Partnership <a href="mailto:Stef.lake@sussexcommunity.org.uk">Stef.lake@sussexcommunity.org.uk</a> 07984 187690
<b>1.4) Date coordinator started in post:</b>
December 2023
<b>1.5) FTE on which coordinator is employed:</b> (each 0.2 FTE equates to one day each week)
<b>1.6) Let us know if you have any match funding in place, how much and its source and for which grants.</b> This information will support the evaluation of the SFP programme (Word limit: 100)
Amount:£15,000 Source: East Sussex County Council / Public Health England  Supporting the Coordination and Progression Grant Report

## SECTION 2 GRANT REPORTS

Please fill in the relevant report for **EACH** grant you have received

### IMPORTANT - PLEASE READ

For each relevant section below please provide a detailed update on your progress since your grant funded delivery started or since your last grant report (this may include the end of a previous grant year). Please outline work, and its impact, that has been: 1) instigated by, 2) amplified by, 3) coordinated by, 4) delivered by, or 5) in some other way supported by your partnership and/or coordinator, rather than work that would have happened anyway. As you do this, please identify what role (referring to 1 – 5 above) you have played in each activity.

Your report may include actions with an indirect impact like inspiring, enabling, and supporting others to take action, or brokering new collaborations between organisations that go on to have a positive impact on local food issues or beneficiaries. It may include your coordinator’s or partnership’s delivery of projects, communications, advocacy, and other initiatives, and its direct impact.

**Please try to identify the impact of your work on local food issues and beneficiaries.** Wherever possible, please also include quantitative information, including the number of beneficiaries (people, settings, communities, and institutions, **benefitting** from your grant funded delivery) and stakeholders (people, settings, communities, and institutions, **supporting** your grant funded delivery).

Coordination and Progression Grant Report
<p><b>5.1 ) If you do not currently have a coordinator in post, please tell us why this is the case, when you expect to fill this post (Word limit: 100)</b></p>
<p>n/a</p>
<p><b>5.2) Please tell us about work funded by this grant in relation to your end-of-year milestones A and B as you outlined in your grant application.</b></p> <p><b><u>PLEASE READ BEFORE COMPLETING THE FOLLOWING:</u></b> When reporting on each activity, please identify whether it was 1) instigated by, 2) amplified by, 3) coordinated by, 4) delivered by, or 5) in some other way supported by your local food partnership and/or coordinator. Wherever possible, please include details and numbers of beneficiaries.</p>
<p><b>5.3 a) MILESTONE A: Core food partnership coordination and development, including work under SFP’s Key Issue 1: Food Governance and strategy (word limit: 300)</b></p>

- Our steering group meets on a quarterly basis, with working groups meeting on their own schedules. Decisions and direction are led by the steering group with the Coordinator and Chair role ensuring the work is moving forward along the lines of the 6 key SFP areas.
- Key achievements: over 60 people attended our food summit in October 2022. We have LDFP branding and logos, and have launched our website and social media accounts with people able to sign up to the Food Partnership and the LDFP Food Charter. Our newsletter has over 100 subscribers and we are working towards the SFP bronze award.
- LDFP work closely with Lewes District Council and the Cost-of-Living Crisis Officer to develop strategies for support which are led by the Council rather than foodbanks. LDFP were integral in the decision to ensure that it wasn't foodbanks that were left to do all the heavy lifting in regards to community support and outreach. The work we are doing on community engagement and creating a panel of experts with lived-experience of food insecurity will guide our work to develop a Food Strategy with the local council.
- We are engaged in county-level work which has been supported by Food Matters and brings together the four partnerships in East Sussex (Eastbourne, Wealden, Hastings & Rother and Lewes District) to look at strategic areas of food partnership work.

**5.3 b) Please tell us of any specific challenges you have faced in working on this area of work.**  
(Word limit: 100)

There are three levels of council in the Lewes District (local, district and county) which means it can be hard to understand who is responsible for what. I have had conversations about procurement with the District Council but was told that they don't procure any food and that it's the responsibility of ESCC, which I have since found out to be only partly true. It can feel like you're being sent around the houses. Trying to create long-term strategic change is difficult when the political context is one that changes so often.

**5.4 a) MILESTONE B: (B) Coordinating local partnership work under one or more of the SFP Key issues 2-6.** (Word limit: 400 words)

- Instigated & coordinated a Grow Cook Eat Network. We have 17 current members including community gardens & orchards, farmers markets, community cafes & kitchens, breakfast clubs etc.
- Coordinated our active School Food group consists of steering group members working with schools on improving their 'school food cultures', incorporating well-being & food education and embodies the idea of schools and students having ownership over the food that is served in canteens, offers opportunities to grow food for themselves, and encourages food education and learning around food security and sovereignty. We have instigated relationships with a number of education settings (Chailey Secondary School, Plumpton College and Wallands Primary School) and are amplifying the work being done with other schools across the district (Seaford High School, Priory Secondary School).
- Lewes District Emergency Food Network (LDEFN) chaired by LDFP consists of over 10 emergency & community food projects that support over 500 households every week. Continuing to meet monthly and find ways to work together. Mental Health First Aid

Training *instigated and coordinated* by LDFP (delivered by One You East Sussex), attended by 27 volunteers from across the Lewes District that work on food projects.

- LDEFN raised over £6,000 from a joint Christmas Appeal which was featured in the Sussex Express and on Seahaven FM. *Instigated & coordinated by LDFP.*
- Round 3 of the small grants allocated with £17,500 given to projects tackling food poverty whilst also building on a Good Food Movement. Emphasis was on partnership working and tackling food poverty from a perspective that builds resilience. *Delivered by LDFP on behalf of ESCC.*
- Working with projects to develop affordable food projects (Fitzjohns Foodbank which is looking to transition to an alternative model of food support, and Plumpton College which is looking to start a community food project to address the need amongst the student and staff population in the face of the COL-crisis)
- 'Feeling the Pinch: Have Your Say' Project – 16 participants recruited, 4 workshops across May and June with a final 'Inequality Truth Hearing'.
- Developing a set of principles for Dignified Food Support alongside community psychologists, social researchers and food projects.
- Actively championing food waste reduction projects, looking at circular systems that integrate cooking and eating together to teach skills around reducing food waste such as community kitchens and fridges. There are 3 community fridges in the Lewes District which we have helped promote. We held a meeting in 2022 which brought together the different groups that wanted to open Community Fridges in Lewes to talk about how to share resources and work together. New connections made via the partnership such as Ringmer Community Orchard are now working with foodbanks to share Apple harvests.

**5.4 b) Please tell us of any specific challenges you have faced in working on this area of work.**

(Word limit: 100)

Time restraints around what can be achieved in a part-time role, trying to keep steering members engaged and empowering them to lead on projects.

***Adapting your work***

**5.5) Please tell us about changes you have had to make to your programme of work due to external factors such as the cost-of-living crisis. (Word limit: 200)**

## Good Food Movement Grant Report

8.1) When did you start your campaign grant? 2022 (Round 2)  2023 (Round 3)

Please tell us when you expect to finish your grant:

Jan 2024

8.2) Please provide a reasonably detailed update on your progress achieved to date against all the activities, outputs, and outcomes you outlined in your application. (Word limit: 300)

### Strengthening our Communications Output

- Website and social media (86 followers) up and running, blog posts about local activism and Good Food News, volunteering opportunities, ways to get involved etc.
- Newsletter with lots of links and resources, feedback from a recipient: 'full of useful links, easy & quick to read for a busy person like me'.

### Development of a Good Food Movement for the Lewes District

- Our GCE Network currently has 17 members, including community gardens & orchards, farmers markets, community cafes & kitchens, breakfast clubs.
- Held two network meetings, the first at Denton Island Community Centre and the second at The Growing Project in Seaford.
- Employed a Senior Project Assistant (Gemma Mcfarlane) for 10 hours a month to develop the network, reaching out and connecting with more groups working on community growing, cooking and eating. Gemma will be inspiring community leadership and championing the Good Food Movement for the Lewes District.

### Moving Beyond Foodbanks

- Our EFN meets monthly; within the network there are five foodbanks, two community supermarkets, a food waste hub, a community larder, a community fridge & pantry and a foodbank that is working towards developing towards a more sustainable model of food support.
- Our most recent small grants programme has given out £17,500 of funding to projects tackling food poverty, with an emphasis on partnership work and on supporting a 'Good Food Movement', encouraging projects to think about food resilience & food justice.

### Putting inclusion & engagement at the heart of projects

- Working with Community Psychologist Carl Walker and Kingston University Lecturer Ronald Ranata to develop a set of principles for Dignity-led food support. This work has been created in collaboration with a number of food projects and partnerships and based on research done with users of food support.
- The 'Charter for Dignified Food Support' will include training and resources for food projects to ensure they are putting inclusion and engagement at the heart of what they do, ensuring they have policies on equality, diversity and inclusion and have sufficient safeguarding training.

**8.3) Please tell us about any challenges or elements that have not gone as well to date.** Is there any specific support from the SFP team that can help you to address these issues?  
(Word limit: 200)

There has been some apprehension to changing models of food support amongst the Emergency Food Network in the face of the Cost-of-living crisis. For example, Fitzjohns Foodbank has been transitioning to an alternative model of food support for some time, it has a very relaxed referral system where people can self-refer and has moved away from packing bags of food for people and allowing members to chose their own, it has a pay-as-you-feel community café and encourages members to be involved in volunteering and decision making. Fitzjohns held a meeting to look at alternative models such as the Your Local Pantry and Community Supermarket models. The feedback from the volunteers and trustees were that they felt, in the context of the COLC, it was not the right time to make any big changes.

Is there a folder of resources to show amazing pioneering projects that have taken a different approach to food support? It would be helpful to have lots of case studies to draw upon to show why and how projects can incorporate dignity, choice and agency in their delivery.

**8.4) How have you worked to improve diverse representation and inclusion in your pilot work and activities, particularly among groups underrepresented in your partnership's work?** Please share any challenges as well. (Word limit: 200)

I have met with local groups such as Diversity Lewes and Diversity Resource International (DRI) which have been integral for developing our approach to reaching out to diverse communities. One important piece of feedback from DRI was around diverse communities feeling 'over-surveyed', especially during Covid and COLC, and that there should be a clear benefit to them before asking them to share their stories & opinions, or expecting them to get involved. We absolutely agree with this sentiment and are passionate about it not being a box-ticking activity. In our first meeting to develop the dignity charter we spoke in depth about how different identities will have different experiences of food support, whether they be LGBTQI identities or cultural identities, we want to ensure that a Good Food Movement for Lewes District is a safe and welcoming space for all.

I had a meeting with DRI to talk about how Community Food Projects can be more inclusive to different cultures. We acknowledge there is a barrier for some to reach out for help and get involved in community projects, some of the steps we identified were about translating resources and making sure there is culturally appropriate food.

**8.5) In what ways has your work created connections and collaboration between local food actors, as well as with your partnership, that are sustainable in the long term as part of a growing good food movement?** (Word limit: 200)

At LDFP we are aware that there is a lot of good work happening in Lewes District but the feedback we hear often is that people are so involved in the day-to-day running of their projects they aren't often able to look at the bigger picture or with a birds-eye-view. My work as coordinator has been to connect the dots between people and projects, and show that together

we are building a movement which is bigger than the sum of the parts. Connections have been made through the Grow Cook Eat Network that show the strength of partnership working and a circular approach to food, for example Ringmer Community Orchard donating surplus apples to Seahaven Community Food, volunteers then made apple cake in the community kitchen which was made available to members of the Community Supermarkets on a Pay-as-you-feel basis. These small simple connections build momentum and new opportunities arise; this year Ringmer Community Orchard will be inviting members of community food projects to come and harvest the apples themselves and make apple juice to share.

## Participatory Processes Development Grant

**10.1) Please tell us when you expect to finish your grant.**

**June 2023**

**10.2) Please provide a reasonably detailed update on your progress achieved to date against all the activities, outputs, and outcomes you outlined in your application. (Word limit: 300)**

We are on track to finish the project in June 2023. We will have four workshops, plus an Inequality Truth Hearing. For this final session we will invite local councillors, decision makers and people interested in the well-being of residents in the Lewes District to listen to the lived-experiences of residents.

I have been visiting community to talk to residents and recruit participants. These visits have been a vital part of the planning process and we have made a number of adjustments to our plans based on feedback:

- Flexibility – few people were able to commit to all five of the sessions so we have factored this in to the activities and made it more flexible.
- Accessibility – Whilst we're doing what we can to support people's accessibility needs it's unrealistic to expect everyone to travel to one central location which may be out of town for them. We will be visiting different groups (such as coffee mornings for elderly people in Peacehaven) and bringing the activities to them, in order to include their voices in the findings.

What's been key is listening to residents and realising how much this project is needed as people feel 'voiceless'. One woman told me: "it's awful, I don't have a voice and I need to do something. It rots away at your soul and makes you trust people less. When it doesn't touch you, you have no



idea". Someone else said: "I feel like I'm fending for myself then when you get some help, you're told you have to be grateful".

Achievements:

- 17 participants recruited from across the Lewes District
- 4 panel workshops booked in across May and June (2<sup>nd</sup> of May, 16<sup>th</sup> of May, 6<sup>th</sup> of June, 20<sup>th</sup> of June)
- Final hearing booked for the end of June – date TBC
- Good engagement from Lewes Social Prescriber, Diversity Resource International, community groups and Emergency Food Network, Lewes Town Council, Cost of Living Crisis Officer.

**10.3) Please tell us about any challenges or elements that have not gone as well to date.**

Is there any specific support from the SFP team that can help you to address these issues? (Word limit: 250)

We were hoping to bring different community groups in as 'Community Partners' who would support with recruiting participants and with the ongoing process. We felt that foodbanks, for example, would be best placed for identifying members who would like to share their experiences, encouraging people to take part and reminding them when the next workshops were. However, we did not have any groups come forward to be community partners which could be an indication of the increasing workload that community projects take on and the apprehension around shouldering more responsibilities even if they are allied with the overall aims. Whilst the projects did not want to be considered 'partners' they were all pleased the project was happening and I was invited to attend multiple sessions to recruit participants one-to-one. Although this was a significant time pressure on myself as the coordinator to recruit all the participants, in the end it turned out to be a good way of capturing 'snapshots' in to people's experiences. We have used the recruitment process and feedback to guide our work meaning that the project has been participatory even from the very beginning planning stages.

**10.4) Has the grant-related activity increased community engagement and representation in the work of your partnership? Is, how? (word limit: 200)**

Yes, the grant-related activity has increased community engagement and representation for our partnership. We have made new connections with community projects across the district, including strengthening our relationship with the social prescriber and Diversity Resource International (DRI) who are key players in building engagement with under-represented groups.

We have been thinking about what the legacy of the project will be and how to keep the participants engaged in the food partnership after this project finishes. We are keen to build a panel of residents who continue to be involved in food activism and campaigning and who can give feedback on the development of a Food Strategy and Action Plan.