

## **RUNNING A COMMUNITY FOOD PROJECT: THE BASICS**

If you plan to run a community food service, you must have the following in place before you start:

1. **Register your kitchen** with Lambeth Council Food Health & Safety Team.

**E [foodhealthandsafety@lambeth.gov.uk](mailto:foodhealthandsafety@lambeth.gov.uk)**

**T 020 7926 6110**

2. **Risk Assessment**

A basic risk assessment should cover things like emergency contacts, what to do if someone is taken ill, or has an accident, food handling, any potential hazards in your kitchen, etc.

3. **Insurance**

Your group should have Public Liability Insurance, and Employers Liability Insurance if you have staff and volunteers. This covers your organization if someone gets ill or injured as a result of your service.

4. **Food Safety Certificate**

At least one of your team should have a Level 2 Food Safety Certificate. The certificates cost less than £20 and take a few hours to complete online.

5. **Disclosure and Barring Service (DBS)/ID checks**

It is essential that you check staff and volunteers ID, if you cannot afford DBS checks, then you must at least have proof of ID and address, e.g. photo ID and household bill, etc.