



SFP Network Membership Criteria

The SFP Network helps people and places to share challenges, explore practical solutions and develop best practice in all aspects of sustainable food. To become a member of the SFP Network places must have the following:

- Named lead person for the food partnership
- Terms of reference document – including:
 - Name of food partnership
 - List of stakeholders – must include representatives from public and third sectors, and from private sectors if possible. (or show how you intend to engage them)
 - Outline of your vision (bullet point list or summary paragraph) – needs to be clear that you intend to work across all 6 key SFP areas.
- Meeting minutes to evidence that the partnership has been actively meeting for at least 6 months. (At least 6 meetings)
- Food Partnership Work Plan covering next 6 months.
- Food System Overview – covering existing food system action / assets

Food Partnership Work Plan

This is a work plan for the development of your food partnership; outlining the action you will take and the targets you intend to meet on your journey to creating a strong, robust food partnership.

Key questions to ask yourself at this stage:

- Who are the key stakeholders?
- How will we engage and consult with our community and stakeholders?
- How will we get senior buy in from the local authority?
- How will we ensure the local people and stakeholders feel a strong sense of ownership?
- How will we include people that don't usually get heard?
- How will we ensure that the food partnership is representative?
- What steps do we need to take to develop our action plan covering all 6 SFP areas?

We recommend that you have a look at [Developing a Partnership Work Plan](#) for guidance on preparing your workplan.

Food System Overview

This is a basic recording of current activity / assets across the local food system. It is intended as the precursor to being able to identify future actions and the development of an action plan. It might be helpful to use the SFP 6 key areas as a framework. The overview could be achieved simply by downloading existing knowledge from key stakeholders at steering group meetings or if resources allow you might want to carry out a more extensive food mapping, residents' survey or hold focus groups.

The Food System Overview might include information on:

- Existing activity on food waste, food procurement, food poverty, community food initiatives, food and climate.
- Local policy context
- Local stakeholders
- Results of a resident's survey
- Food Web Mapping exercise

We recommend that you look at the Food System Overview section of the [SFP Toolkit](#) for more information and guidance. It includes the following guides: [Food System Mapping](#), [Food Surveys](#), [Food Policy Mapping](#).