COMMUNITY FRIDGE Network

As a member of the Community Fridge Network, I agree to the below:

- I will uphold the ethos of community fridges:
  - Friendly
  - Open to all
  - Accessible
  - Community-led
  - Not a food bank
  - Not a solution to food insecurity
  - A place to learn and connect
  - Good for the environment
- I will ensure my community fridge is managed by a legally registered organisation with public liability insurance.
- I will complete and implement a suitable health and safety risk assessment for my community fridge, following the Health and Safety Executive's guidance.
- I will implement and maintain a suitable food safety management system based on HACCP principles, using Food Standards Agency guidance or an equivalent.
- I will register my community fridge as a Food Business with the local authority and provide confirmation of registration. I will also share my Food Hygiene Rating with Hubbub once it has been issued.
- I will ensure my community fridge has a safeguarding policy and named Designated Safeguarding Lead or safeguarding contact, and that all staff/volunteers in relevant roles receive safeguarding training. I will report any serious safeguarding concerns to Hubbub.
- I will ensure all volunteers receive food safety training and other relevant training to our community fridge operations. Volunteers who are exposed to vulnerable adults and/or children will be DBS checked.
- When requested by Hubbub, I will provide copies of relevant paperwork to demonstrate compliance with the above and understand that this is a requirement of joining the network.
- I will capture our fridge's impact (kilograms of food redistributed and number of community fridge visitors) and share these with Hubbub annually using a form distributed by Hubbub each autumn.
- I will contact and update Hubbub if our main contact details change, our fridge moves location or our fridge shuts down.
- I have read and agree to the below Community Fridge Network Terms & Condition.

Community Fridge Network: Membership Terms & Conditions

1. The Community Fridge Network

1.1 These terms and conditions relate to your membership of the Community Fridge Network (CFN) which is managed by Hubbub Foundation UK (charity No. 1158700).

1.2 The CFN aims to make it easier for new community fridge projects to become established, and scale across the UK and beyond.

1.3 The 'Member' is the person or organisation who is named on the CFN membership form and for whom, following acceptance by the CFN, the CFN has agreed to provide support services to, in accordance with these terms.

1.4 The CFN is free to join providing members adhere to certain quality standards and reporting requirements. If the membership obligations are not met, Hubbub reserves the right to remove said organisation from the membership list.

1.5 The membership is open ended and not time limited, only to be terminated on notification by either Hubbub or the Member. If the Terms & Conditions of membership change, Hubbub will notify the Member to give them the option of opting out or membership renewal according to the new Terms & Conditions.

1.6 When applying for membership of the CFN, the Member confirms that it has read and agrees to be bound by these Terms and Conditions.

1.7 If you wish to contact us at any time in connection with the CFN, you may do so using the following contact details: communityfridge@hubbub.org.uk / Hubbub UK, Somerset House, London, WC2R 1LA

2. Hubbub Support Services

2.1 The support provided by Hubbub via the CFN is set out within the literature provided within these terms.

2.2 Hubbub is committed to providing a support service that helps community fridges operate in a way that is safe and effective, and builds confidence among prospective supporters, food donors and funders.

2.3 Hubbub is committed to collating impact data across the country and making this freely available to all network members via Hubbub's annual impact report, who can use this data to garner more support for their own community fridges.

2.4 Hubbub is committed to signposting community fridge groups to relevant food safety guidance and resources to help them understand best practice. Groups are responsible for ensuring their own compliance with any standards.

2.5 Joining the CFN does not provide access to funding from Hubbub. Financial support is only available when specific grant funding programmes are open.

2.6 Hubbub may at any time without notifying the Member make changes to the support provided.

2.7 Where the CFN uses the service of any agent or third party (such as speakers at events) the CFN does not give any warranty, guarantee or indemnity in that respect.

3. Membership Obligations

3.1 All registration details that Members provide must be true and correct. Members must notify Hubbub of any changes to the information provided.

3.2 Members are obliged to register their community fridge as a Food Business with the local authority and receive a food hygiene rating. If the community fridge is sited in a location

that already has a food hygiene rating, this is not sufficient, as the community fridge needs to be included as part of any assessment. We encourage all members to get in touch with their local Environmental Health Officer early into the process of setting up a community fridge.

3.3 CFN Members must complete and maintain a site-specific health and safety risk assessment, following Health and Safety Executive (HSE) guidance. This must identify relevant risks, including food contamination, personnel safety, injury and hygiene, and explain how these will be managed. The assessment must be kept on site and tailored to the Member's project. CFN Members must implement and maintain a food safety management system based on HACCP principles, following Food Standards Agency (FSA) guidance. This must identify food safety hazards and explain how they will be controlled, with procedures tailored to the Member's activities.

3.4 Members must have a Safeguarding Policy in place and a named Designated Safeguarding Lead or safeguarding contact.

3.5 Member must provide Safeguarding Training to staff/volunteers in relevant roles.

3.6 Members must follow safe recruitment practices, and are responsible for ensuring all volunteers and/or staff who are exposed to vulnerable adults and/or children are checked in line with advice and requirements provided by the Disclosure and Barring Service (DBS).

3.7 Members must report serious safeguarding concerns to Hubbub where they relate to funded or co-branded activities.

3.8 Members must uphold zero tolerance for harassment, abuse, or discrimination.

3.9 Hubbub reserves the right to suspend or terminate membership in response to safeguarding concerns.

3.10 Members will be invited to participate in the Facebook group 'The Community Fridge Forum' and must follow the group's rules when posting or interacting with others posts in the group.

3.11 Members agree to record the impact of their community fridge (kilograms of food redistributed at the site and numbers of community fridge visitors), and report back annually in autumn through a form that'll be emailed by Hubbub when it's time to submit reporting.

4. Indemnity & Liability

4.1 Members are required to be legally registered and have public liability insurance that covers their community fridge. Hubbub is not responsible for any liability.

4.2 The content of the Community Fridge Network Set Up Manual and Members Area on the Hubbub website is for your general information and use only. It is subject to change without notice. We do not provide any warranty or guarantee as to the accuracy, timeliness, performance, completeness or suitability of the information and materials included. You acknowledge that such information and materials may contain inaccuracies or errors, and we expressly exclude liability for any such inaccuracies or errors to the fullest extent permitted by law.

4.3 Your use of any CFN information or materials is entirely at your own risk, for which we shall not be liable. It shall be your own responsibility to ensure that your community fridge meets your specific Local Authority requirements.

4.4 The CFN is not liable to the Member for any financial loss, damage costs, expenses or otherwise. Although the CFN may share advice and best practice on financial management

and fundraising, the CFN does not assume financial responsibility for any individual community fridge projects.

5. Communications

5.1 You may be asked about participating in media interviews and being filmed and photographed in relation to your community fridge.

5.2 By signing this agreement, you agree to receive information and communication about the project, including any newsletters, emails and invitations

5.3 Communications to the CFN are to be sent to the registered address of communityfridge@hubbub.org.uk. Notices to the Members will be sent to the email address on the application form, unless the CFN is otherwise informed in writing.

5.4 The 'Community Fridge Forum' Facebook group is the main online information sharing platform for individuals and organisations interested in setting up a community fridge. Anyone can apply to be a member of the group and membership is not limited to people registered CFN members. Hubbub will do our best to ensure the postings on the Facebook group remain relevant to CFN ambitions. However, we can't monitor and endorse every posting or conversation, and therefore members must follow advice given on the group at their own digression and risk and abide by the group rules outlined in the Facebook group.

5.5 Hubbub will reserve the right to remove any post on the 'Community Fridge Forum' Facebook group that falls into the following categories: abusive, defamatory or obscene; fraudulent, deceptive or misleading; in violation of any law or regulation; otherwise offensive; self-promotional or business advertising.

5.6 Hubbub reserves the right to decline membership applications to the Facebook group without notice or explanation.

5.7 Hubbub is a charity that creates positive, playful environmental campaigns inspiring people to make healthier, greener lifestyle choices. We send out regular bulletins with updated information on our projects, inspirational ideas and stories we love. If you'd prefer to not receive it, please unsubscribe at any time.

6. Use of designed materials

6.1 Permission to use Hubbub CFN Documents (such as the Set Up Manual, Templates, Designed materials) from this website is granted to any CFN member.

6.2 The Member assumes responsibility for ensuring correct and up-to-date information on fridge use is communicated at the project site. We advise that all Members should communicate the following at their Community Fridge site: their food hygiene rating; guidance on how to use the fridge including inclusion and exclusion criteria; a public health & safety disclaimer and allergens guidance

6.3 The CFN logo and supporting illustrations are copyrighted work of Hubbub and have been licensed to us. Reproduction is prohibited without prior approval and disclosure or dissemination of this material outside of the CFN would be in violation of copyright laws and is prohibited.

7. Our right to withdraw membership

7.1 As a Member of the CFN, the Member agrees to conduct themselves in a professional manner, treating fridge visitors and other CFN members with respect at all times. If a complaint is made about a Member's behaviour, Hubbub reserves the right to investigate the complaint and, where it is upheld, to suspend or terminate membership. An upheld complaint would constitute a breach of these terms.

7.2 Membership of the CFN is at the sole discretion of the CFN and it reserves the right to refuse membership.

7.3 We may also cancel your membership of the CFN at any time with immediate effect by giving you written notice if you break the contract, and you do not correct the situation within a reasonable time of us asking you to do so in writing via email.

8. Your right to withdraw membership

8.1 Participants reserve the right to withdraw from the CFN by informing Hubbub in writing.

8.2 We reserve the right to take back Hubbub/ CFN branded materials or appliances accessed through the project if you withdraw from the network but have already received the materials.

9. How we may use your personal information

9.1 Hubbub is committed to personal data protection. Personal data collected from applicants and participants will be covered by Hubbub's Privacy Policy available on our website at https://hubbub.org.uk/privacy-and-cookies-policy

9.2 Members may be contacted about other Hubbub initiatives; however, you will be able to opt out of communications any time.

9.3 We may use the personal information you provide to us in connection with the project to report the results of the project, including posting the results of the interviews and/or photographs or videoed footage online. Please notify Hubbub if you do know want us to use the information provided in this way.

10. Our responsibility

10.1 We do not exclude or limit in any way our responsibility for death or personal injury caused by our negligence or the negligence of our employees, agents or subcontractors, fraud or fraudulent misrepresentation, or any other loss or damage you may suffer where our responsibility to you as a consumer cannot by law be excluded or limited under current legislation in force in either the UK.

11. General

11.1 These terms and conditions are between the Member and Hubbub UK. No other person shall have any rights to enforce any of the terms.

11.2 These terms and conditions are governed by English law. The Member and Hubbub both agree to submit to the non-exclusive jurisdiction of the English courts. However, if you are a resident of Northern Ireland, you may also bring proceedings in Northern Ireland, and if you are a resident of Scotland, you may also bring proceedings in Scotland.