

Felix

THE  
FELIX  
PROJECT

GOOD FOOD FOR GOOD CAUSES



## Appointment of Trustees

Candidate Information  
October 2023

Saxton Bampfylde

# About The Felix Project

The Felix Project is a London-based UK charity set up in 2016 by Justin and Jane Byam Shaw, to commemorate the kindness and compassion of their Son, Felix, following his sudden death.

Every year, tonnes of perfectly good food are wasted, the environmental impact of which is huge. At the same time, millions of people in London regularly experience hunger. Inspired by Felix, we set out to change this. We are working towards **a London where no good food is wasted, and no-one goes hungry**. We rescue food that cannot be sold and would otherwise go to waste. This food

is perfectly good for human consumption and includes a high proportion of fresh fruit and vegetables as well as baked goods, salads, meat and fish. We collect or receive deliveries from a variety of food suppliers from farms to supermarkets, wholesalers to restaurants.

We check, sort and then deliver this food to community organisations all over London that cook meals and prepare food parcels for people in their communities – organisations such as community centres, churches, primary schools, holiday clubs, hostels and holiday programmes.

CLICK [HERE](#) TO WATCH A VIDEO FROM ONE OF OUR FOUNDERS, JANE

## OUR VISION

A London where good food is never wasted, and no-one goes hungry.

## OUR MISSION

To get good quality, nutritious food to people in need by making use of the surplus food in the UK's food supply, saving it from becoming waste and harming the planet.

## THE FELIX PROJECT'S IMPACT

Since March 2016 we have redistributed the equivalent of over 100 million meals across London. This represents not only a huge environmental impact (when food is wasted, all the resources that were used in the production, transport, packaging etc are also wasted) but also a huge impact on the ability of community organisations across London to support people in their neighbourhoods.

In 2022 The Felix Project developed its first Theory of Change and we have started to understand our work through an impact lens to ensure that the work we do results in the biggest impact possible and that we understand the efficacy of our activities.

---

## COMMUNITY PARTNERSHIPS

We deliver food to almost 1,000 organisations dedicated to supporting their local communities by feeding and helping people who are struggling, who live in poverty or who need help for a variety of reasons – for example due to homelessness, social isolation, mental-health issues, abuse, addiction, physical disability and illness.

Many of these incredible organisations cook food from scratch using the fresh, healthy ingredients they receive from The Felix Project. They offer people the chance to enjoy a nutritious hot meal in a friendly and supportive environment. And the savings they make from receiving Felix food means their own funding goes further, which can sometimes keep charities from closing or cutting services.

Almost 200 of the 1,000 community organisations we worked with last year are schools, some of which teach children from London's most deprived neighbourhoods. At the end of the school day, a Felix 'market stall' is set up in the playground. Pupils and their families are invited to take a selection of Felix food home that would otherwise have gone to waste.

## OUR SUPPLIERS

The Felix Project works with the UK's food industry to rescue food from becoming waste. The food that we rescue includes a high proportion of fruit and vegetables. However due to our high number of valued relationships, we are able to deliver a broad range of produce to suit the needs of our hundreds of community organisations.

Our supply partners include supermarkets, manufacturers, wholesalers, farms and growers, restaurants, delicatessens and lunch-time 'grab and go' chains. Additionally, since 2021, we have been proud partners of the FareShare network who deliver surplus produce to each of our warehouses daily.

We take pride in the relationships we have with our supply partners and have many partnerships that support us in different ways. For example, financial donations, staff volunteering their time to come help in our depots or Kitchen, or putting on fundraisers. We are immensely thankful and incredibly grateful for their support and commitment.



I have worked on community engagement and support for many years but can honestly say that when we started receiving food from The Felix Project it changed things. The food became the catalyst for a bigger conversation and levels of engagement and the ability to support people has risen dramatically."

Paul Wilson, East End Homes



We are incredibly proud to have The Felix Project as one of our key charity partners. As a company committed to zero food waste, we have been donating our surplus stock to The Felix Project weekly. Every December, we also work closely with them on our Reverse Advent calendar, where our community comes together and turns the traditional advent calendar on its head by giving back instead."

Mindful Chef

---

## OUR OPERATIONS

We have 4 depots around London, in Park Royal (West London), Enfield (North London), Deptford (South-East London) and Poplar (East London). We also run the Green Scheme which uses electric vans and walking and cycling routes to collect and deliver surplus food directly from Supplier to Community partner.

We are immensely proud of Felix's Kitchen, which we built in 2021. Here, a team of creative professional chefs supported by up to 30 volunteers a day, turn surplus food into healthy and delicious meals that can be easily heated. Our Kitchen produces between 3,000 and 5,000 meals per day. These meals are an ideal complement to the food we can offer our community organisations, who are supporting people who do not have the resources to cook for themselves, or who cannot afford to prepare food due to high energy prices.

## OUR FELIX FAMILY

In addition to our staff team, we are incredibly grateful to the 8,600 volunteers that donated their time to The Felix Project in 2022, without the support of whom we simply would not have been able to achieve what we did. Volunteers are an absolute essential ingredient in our Felix Family recipe! Whether coming in on a weekly basis to drive a van or help in the depot or Kitchen, coming in for a team-building day with colleagues, or supporting on a standalone project, we value their time and input more than words can convey.

“

We could not do what we do without our incredible volunteers who are the real heart and soul of this charity. Big thanks to each and every one of you for every minute given so generously.”

Charlotte Hall, CEO





## THE FUTURE

During 2023 The Felix Project continued to respond to the rising external pressures of environmental issues and societal pressures, both felt by communities in every single borough of London in a cost-of-living crisis. We always strive to do the best we can to the best of our ability, maintaining our positive, entrepreneurial spirit to overcome challenges and improve.

2024 is the last year of our current strategic period so whilst we will be focusing on the strategic objectives that we set out in 2020, we will also be lifting our eyes to the horizon to form our next strategy. 2024 will be a formative time for the next 5 years of The Felix Project and what we want to achieve next, moving us towards our vision of a London where no good food is wasted, and no Londoner goes hungry. We have some impactful partnerships, including with the Mayor of London who is committed to support our vision, and we are delighted to count His Majesty the King amongst our supporters and donors. We have achieved a great deal in our first 7 years, but we have much bigger ambitions for the impact we know we can still have – both environmentally and for the incredible community organisations we support. An example of this was seen this summer, where we partnered with the Mayor to address holiday hunger – delivering over 3.5m meals to families in need during the Summer holidays.

Alongside our colleagues, volunteers, supporters, food and community partners we are seeking new Trustees who want to join us in our bold ambitions for London communities and for our environment. If you want to be part of the next stage of the journey for this young but mighty organisation, we would love to hear from you.

---

“A London where nobody goes hungry,  
and good food is never wasted”.



# The Role

You'll be giving your time to an upbeat, innovative charity with strong vision, ambition and a fantastic culture and leadership team. You will take a leadership role and contribute to the overall strategic direction of a growing, dynamic charity.

The Trustee's role is:

- To contribute actively to the Trustee Board role in setting overall strategy, defining corporate goals and targets and evaluating performance against agreed targets.
  - To exercise trusteeship of the vision, mission and values of The Felix Project.
  - To appoint the Chief Executive, and support the entire Senior Leadership Team to deliver the charity's strategy.
  - To think widely and achieve good balance between collaboration and challenge.
  - To ensure that The Felix Project complies with its Articles of Association, charity law, company law and any other relevant legislation or regulations, and pursues the charitable objects as defined in the Articles and in accordance with accepted standards of best practice and propriety.
  - To ensure The Felix Project uses its resources exclusively in pursuance of its objectives.
  - To approve the budget and accounts and ensure the financial stability of The Felix Project.
  - To ensure strict confidentiality of all governance matters.
  - To act as an advocate and representative of The Felix Project at all times.
  - To abide by the Nolan Principles of public life.
-

# Person Specification

You will have a passion to play an influential role in a charity that is expanding rapidly, and thrive in a busy environment. Most importantly, you will be deeply committed to our cause, and have a desire to help reduce food waste and fight food poverty.

At this stage of our development, we are particularly looking for Trustees who can bring experience in the following areas: the food industry, relevant areas of government relations; and finally, candidates who would be willing to help develop our fundraising strategy.

Essential Skills/Knowledge for all Trustees:

- An ability to think strategically and contribute to the strategic vision of the organisation.
- An ability to work effectively as a member of a governance team.
- Good communication skills, both written and spoken.
- Analytical and creative thinker with strong problem-solving abilities.
- An evidenced passion for our work.
- Intuitive and approachable, able to develop effective working relationships with volunteers, Trustees, and other stakeholders.

The Felix Project recognises the enormous benefits and social justice imperatives of a diverse board, more reflective of the communities we serve. We therefore actively and warmly encourage applications from a broad and deep range of backgrounds and experiences, faiths (or none) and identities. We are always looking for people who bring diversity of thought, and who are able to bring new and challenging perspectives to the organisation.





# Terms of Appointment

- Length of term: Three years with the possibility of extension for another term of three years.
- Trustees are required to serve on at least one of the Subcommittees that report to the Board, for example: Finance; Fundraising; Operations.
- Time commitment: Our Board of Trustees is an active and involved group, and we advise all applicants to think carefully about the amount of time they are able to give to this role. Trustees will be asked to commit around 2 days per month for this role (which can mostly be carried out flexibly).
- Our head office is currently located in Park Royal, and you will be asked to occasionally attend meetings there or in other The Felix Project locations, but the role will be primarily home-based.
- These roles are unremunerated.

## How to Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to The Felix Project on this appointment.

Candidates should apply for this role through our website at [www.saxbam.com/appointments](http://www.saxbam.com/appointments) using code **VAQALE**.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter, outlining why you wish to apply to The Felix Project, and complete the online equal opportunities monitoring\* form.

The closing date for applications is noon on **Thursday 2 November 2023**.

*\* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.*

#### GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement. The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.