

Dated

Mar 3, 2021



**LIVERPOOL
CITY REGION**
COMBINED AUTHORITY

METRO MAYOR
LIVERPOOL CITY REGION

Liverpool City Region Combined Authority

- and -

Woodchurch High School

Grant Funding Agreement

Community Environment Fund

The Good Life Happy Earth Project (Case ID. 59)

Liverpool City Region Combined Authority
Jill Coule
Chief Legal Officer and Monitoring Officer
No.1 Mann Island
Liverpool L3 1BP
Ref: RSN20867 - Case 59

THIS AGREEMENT is dated Mar 3, 2021

Parties:

- (1) **LIVERPOOL CITY REGION COMBINED AUTHORITY** of No.1 Mann Island, Liverpool, L3 1BP (“the Funder”); and
- (2) **WOODCHURCH HIGH SCHOOL** (Company Number 07775671) whose registered address is Woodchurch High School Carr Bridge Road, Woodchurch, Wirral, Merseyside, CH49 7NG (“the Recipient”)

(each a “Party” and together the “Parties”).

Background

- (A) The Funder has set up the Community Environment Fund to support projects in the Liverpool City Region that will engage local communities in a range of environmental activities with the objective of improve the environment and the wellbeing of people living within the region, and contributing to the green recovery from the Covid pandemic.
- (B) The Recipient is proposing to undertake an environmental project in the Liverpool City Region.
- (C) The Recipient has applied to the Funder for funding to support the project, and the Funder has agreed to provide funding subject to the terms set out in this Agreement.
- (D) The Funder does not require the Recipient to undertake the project, and the Recipient is not obliged to carry it out, but the Funder makes the Grant conditional on the terms and conditions of this Agreement in order to safeguard the funds contained in the Grant and to ensure the appropriate use of the Grant by the Recipient.

Agreed terms

1. Definitions and Interpretation

1.1 In this Agreement the following terms shall have the following meanings:

Application: the Recipient’s application for funding support for the Project from the Funder’s Community Environment Fund, as set out in Schedule 3.

Claim: an irrevocable application for an instalment of the Grant made by the Recipient in accordance with the terms of this Agreement.

Conditions: the conditions set out in Schedule 1, which the Recipient must meet to the Funder’s satisfaction prior to receiving payment of the Grant.

Eligible Costs: costs which are reasonably incurred by the Recipient in carrying out the Project and comply with the Funder's guidelines on eligible costs.

Fund: the Community Environment Fund set up by the Funder to support projects in the Liverpool City Region to deliver environmental activities benefitting communities and contributing to the green recovery from the Covid pandemic.

Grant: the maximum amount of £20,034.19 to be paid by the Funder from the Community Environment Fund to the Recipient in accordance with this Agreement.

Project Activities: the activities in connection with the Project set out in the Project Plan.

Project: the project that the Recipient is proposing to undertake as detailed in the Application.

Project Consultants: the third party or third parties procured by the Recipient to undertake all or part of the Project.

Project Plan: the Recipient's plan for the delivery of the Project which has been agreed by the Funder and is set out in Schedule 3.

Project Update Dashboard: An update on the progress of the Project provided by the Recipient to the Funder on a monthly basis in the Funder's prescribed format.

Working Day: means a day, other than a Saturday or Sunday, on which banks are open for general business in the United Kingdom.

- 1.2 In the event of any conflict between the terms of this Agreement and the Application or any other document relating to the subject matter of this Agreement, the terms of this Agreement shall prevail.

2. The Project

2.1 The Recipient must deliver, and ensure that the Project Consultants undertake to deliver, the Project in accordance with the terms of this Agreement and the timescales set out within it.

2.2 The Recipient must deliver the Project in accordance with the Project Plan.

2.3 The Recipient will ensure that any Project Consultants instructed to carry out all or any part of the Project are suitably skilled, qualified and experienced to carry out the tasks that they are instructed to perform and hold a sufficient level of professional indemnity insurance (where relevant) to cover any risks or potential losses that may arise in relation to those tasks. The Recipient will

provide evidence of the Project Consultants' skills, qualifications, experience and insurance cover to the Funder upon request.

3. Use of the Grant

- 3.1 The Recipient shall use the Grant only to cover Eligible Costs and in accordance with the terms of this Agreement and the Project Plan. The Project must commence by 20th March 2021 and be completed by 30th September 2021. The Grant should be fully claimed by 31st October 2021 and the Funder may withdraw any part of the Grant that remains unused on that date.
- 3.2 The Grant shall not be used for any other purpose without the prior written agreement of the Funder.
- 3.3 The Funder is under no obligation to provide the Recipient with any further funding in respect of the Project or for any other purpose.
- 3.4 The Recipient shall provide details to the Funder of any funding towards the costs of the Project received from any third party. Apart from any match funding disclosed to the Funder in the Application, the Recipient shall confirm to the Funder what additionality the funding received from any third party will provide to the Project.
- 3.5 The Recipient shall use any assets or materials financed by the Grant for the purposes of the Project and shall not for at least ten years from the date of payment of the final instalment of the Grant dispose of them or change their use apart from with the Funder's written approval or in accordance with the Project Plan.
- 3.6 The Recipient shall ensure that all use of the Grant is in accordance with the Fund guidance and any other guidelines or policies that the Funder may specify to the Recipient as being relevant to the Project.

4. The Grant payment

- 4.1 Prior to receiving any payment of the Grant, the Recipient must meet the Conditions as listed in Schedule 1 of this Agreement.
- 4.2 The Grant shall be paid by the Funder to the Recipient in two instalments. The first instalment comprising of 50% of the Grant can be claimed by the Recipient on signature of this Agreement and satisfaction of the conditions

listed in Schedule 1 of this Agreement. The second instalment comprising of the remaining balance of the Grant (or if lower the balance of the Eligible Costs not covered by the first instalment) can be claimed on completion of the Project and subject to the submission by the Recipient to the Funder of a satisfactory closure report. The Recipient must submit a Claim in the format prescribed by the Funder in order to receive payment of an instalment.

- 4.3 Payment of the Grant instalments shall be made within 21 calendar days of receipt by the Funder from the Recipient of a validly submitted Claim. In relation to the second instalment, this must include evidence that all Eligible Costs that are being funded by the Grant have been defrayed.

5. Reduction, withdrawal and repayment of the Grant

- 5.1 The Funder may withdraw or reduce, or require the Recipient to repay all, or any proportion of, the Grant on the grounds in Schedule 2.
- 5.2 The Recipient acknowledges that in setting up and operating the Fund, the Funder is seeking to maximise the benefit for community environment projects throughout the Liverpool City Region. The Recipient will therefore notify the Funder if obtains or becomes aware of funding which is readily available to it that means it no longer requires the Grant or any part of it to deliver the Project.
- 5.3 Should the Funder require the Recipient to repay all or any proportion of the Grant, it will notify the Recipient in writing. The Recipient must make that repayment within 15 Working Days of the date of that notice or by any later deadline agreed by the Funder in writing.

6. Project Monitoring and Evaluation

- 6.1 The Recipient will be required to co-operate with the provision of information and evidence to support the monitoring and evaluation of the delivery of the Project against outputs and outcomes agreed by the Funder, including participation on a telephone, web or face to face interview to review the impact of the Grant and the Project for the Recipient. The Recipient will report to the Funder on the progress of the Project on a monthly basis by completing the Project Update Dashboard.

6.2 Within 20 Working Days of completion of the Project, the Recipient shall provide the Funder with a closure report (in such form as may reasonably be required by the Funder) setting out the following:

- (a) A breakdown of how the Grant has been utilised;
- (b) Confirmation that all Project Activities have been delivered and that communications requirements specified in the Fund guidance have been completed;
- (c) The outputs and outcomes achieved by the Project and any wider social or economic benefits identified;
- (d) How the Project has supported the Funder's strategic objectives; and
- (e) How the Recipient will continue to utilise and build on the Project's outputs and outcomes.

7. Accounts and records

7.1 The Recipient shall keep separate, accurate and up-to-date accounts and records of the receipt and expenditure of the Grant.

7.2 The Recipient shall keep all invoices, receipts, and accounts, and any other relevant documents, relating to the expenditure of the Grant for a period of at least six years following the day on which the final Grant payment is made. The Funder shall have the right to review, at the Funder's reasonable request, the Recipient's records that relate to the expenditure of the Grant.

8. Procurement

8.1 In procuring any goods or services in connection with the Project, including the Project Consultants, the Recipient seek to ensure that it obtains best value. This could, for example, include obtaining a minimum of three quotes from different suppliers for any purchases of a significant value. The Funder may ask the Recipient to provide details of what steps it has taken to obtain best value in any purchase of goods or services.

9. Warranties

9.1 In accepting the Grant and any payment of it, the Recipient represents and warrants that:

- a) it is validly existing and the execution on behalf of the Recipient of this Agreement has been validly authorised and the obligations expressed as being assumed by the Recipient under this Agreement constitute valid legal

and binding obligations of the Recipient enforceable against the Recipient in accordance with their terms;

- b) it has full capacity and authority to deliver the Project;
- c) in relation to the Project and its use of the Grant, it has and will continue to comply with any applicable law, guidance or industry code, rule of court or directives or requirements of any regulatory body;
- d) in its reasonable view, it requires the Grant in order to have sufficient financial resources to deliver the Project and it does not have readily available access to funding from other sources for this purpose;
- e) it has obtained and will continue to have any consents or approvals, and has the resources and expertise necessary to deliver the Project and to comply with the terms of this Agreement;
- f) it has all necessary resources and expertise to deliver the Project and/or will obtain these as part of the Project Activities;
- g) it has disclosed in writing to the Funder all information which would or might reasonably be thought to influence the Funder's decision to award the Grant and which might materially and adversely impact on the Recipient's ability to deliver the Project or comply with the terms of this Agreement; and
- h) the information and evidence disclosed to the Funder in relation to the Project, remains true, complete and accurate, and that it will advise the Funder of any fact, matter or circumstance which would render any such information or evidence false or misleading.

10. Duration

- 10.1 Except where otherwise specified, the terms of this Agreement shall apply from the date of this Agreement until the date on which all obligations under this Agreement are fulfilled to the satisfaction of the Funder.
- 10.2 Any obligations under this Agreement that remain unfulfilled following the expiry or termination of the Agreement shall survive such expiry or termination and continue in full force and effect until they have been fulfilled.

11. Termination

11.1 The Funder may terminate this Agreement and any Grant payment immediately and without notice following the occurrence of any of the grounds listed in Schedule 2.

12. Limitation of liability

12.1 The Funder's liability under this Agreement is limited to payment of the Grant.

12.2 The Recipient remains entirely responsible for its risks and liabilities in delivering the Project and the Funder accepts no liability for any consequences, whether direct or indirect, that may arise from the Recipient delivering the Project, the Recipient's use of the Grant or any reduction, withdrawal or repayment of the Grant.

13. Assignment etc.

13.1 The Recipient may not, without the prior written consent of the Funder, assign, novate, sub-contract or otherwise transfer the benefit and/or the burden of this Agreement or, except as contemplated as part of the Project, transfer or pay to any other person any part of the Grant.

14. Variation

14.1 Any variation to the terms of this Agreement shall be agreed in writing between the Parties.

14.2 Any variation to the Project Plan must be agreed by the Funder in writing. A revised version of the Project Plan should be provided by the Recipient to the Funder to document the variation.

15. Freedom of information

15.1 The Recipient acknowledges that the Funder is subject to the requirements of the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, and shall assist and co-operate with the Funder to enable the Funder to comply with these requirements.

16. Data protection

16.1 The Recipient shall (and shall procure that any of its staff or contractors involved in connection with the activities under this Agreement shall) comply with all applicable requirements and all of its obligations under the Data

Protection Act 2018, General Data Protection Regulation (EU 2016/679) and any other national implementing laws, regulations and secondary legislation, as amended or updated from time to time, in the UK, and any successor legislation, which arise in connection with this Agreement.

17. Publicity

17.1 The Recipient shall acknowledge the support of the Funder in any materials that refer to the Project. In using the Funder's name and/or logo, the Recipient shall comply with all reasonable branding guidelines issued by the Funder from time to time.

17.2 The Recipient agrees in so far as reasonably practicable to participate in and co-operate with promotional activities relating to the Project or the Fund that may be instigated and/or organised by the Funder including participation in implementation of the Funder's communications and publicity requirements, and to provide reports, statistics, photographs and case studies that will assist the Funder in communications and publicity activities relating to the Fund.

18. Confidentiality

18.1 Each Party shall during the term of this Agreement and thereafter keep secret and confidential all business, technical or commercial information disclosed to it by the other Party as a result of the Agreement and shall not disclose the same to any person save to the extent necessary to perform its obligations in accordance with the terms of this Agreement, to meet any legal or regulatory requirements or as expressly authorised in writing by the other party.

19. Equality and Diversity

19.1 The Recipient shall not unlawfully discriminate within the meaning and scope of any law, enactment, order, or regulation relating to discrimination (whether in race, gender, religion, disability, sexual orientation, age or otherwise) in employment or otherwise.

20. Human rights

20.1 The Recipient shall (and shall use its reasonable endeavours to procure that its staff shall) at all times comply with the provisions of the Human Rights Act 1998 in the performance of this Agreement as if the Recipient were a public body (as defined in the Human Rights Act 1998).

21. Bribery Act 2010

21.1 The Recipient shall conduct its business in compliance with applicable anti-corruption laws and shall not, directly or indirectly, use the Grant for any purpose that would breach the Bribery Act 2010.

22. Notices

22.1 All notices and other communications in relation to this Agreement shall be in writing and shall be deemed to have been duly given personally delivered or mailed (first class postage prepaid), to the address of the relevant Party, as referred to above or otherwise notified in writing, or sent by email to the specified address in the Application. If personally delivered all such communications shall be deemed to have been given when received (except that if received on a non-Working Day or after 5.00 pm on any Working Day they shall be deemed received on the next Working Day) and if mailed all such communications shall be deemed to have been given and received on the second Working Day following such mailing. If sent by email all such communications shall be deemed to have been given at 9.00am on the Working Day following transmission, unless the Party giving notice receives a delivery failure notification.

22.2 Service by email under clause 23.1 does not apply in relation to notification of the termination of this Agreement, the service of any formal legal proceedings, or the service of other documents in any legal action.

23. No partnership or agency

23.1 This Agreement shall not create any partnership or joint venture between the Funder and the Recipient, nor any relationship of principal and agent, nor authorise any Party to make or enter into any commitments for or on behalf of the other Party.

24. Waiver

24.1 No failure or delay by either Party to exercise any right or remedy under this Agreement shall be construed as a waiver of any other right or remedy.

25. Third Party rights

25.1 This Agreement does not and is not intended to confer any contractual rights or benefits on any person for the purposes of the Contracts (Rights of Third Parties) Act 1999.

26. Law and jurisdiction

26.1 This Agreement shall be governed by and construed in accordance with the law of England, and the Parties irrevocably submit to the exclusive jurisdiction of the courts of England and Wales.

27. Entire Agreement

27.1 This Agreement constitutes the entire agreement between the Parties, and supersedes and extinguishes all previous agreements, promises, assurances, warranties, representations and understandings between them, whether written or oral, relating to its subject matter.

This document takes effect on the date stated at the beginning of it.

SIGNED on behalf of

LIVERPOOL CITY REGION

COMBINED AUTHORITY

by:

Jill Coule
Jill Coule (Mar 3, 2021 15:23 GMT)

.....

Authorised Signatory

SIGNED on behalf of
the **RECIPIENT** by:

Linda Marie Hackett
Linda Marie Hackett (Mar 1, 2021 18:42 GMT)

Signature

Linda Marie Hackett

Name (print)

Position Farm Manager

Schedule 1

The Conditions

1. Know Your Customer checks
2. A Project Plan including the Eligible Costs to be funded by the Grant and a Project timeline.
3. Confirmation of site owner permission

Schedule 2

Grounds for reduction, withdrawal and repayment of the Grant

In accordance with clause 5.1, the Funder may withdraw or reduce, or require the Recipient to repay all, or any proportion, of the Grant, on any of the following grounds.

1. The Recipient fails to comply with the terms of this Agreement or the Project Plan and the non-compliance is not remedied within a reasonable period or is not capable of remedy;
2. The Funder has reasonable grounds to consider that the Recipient has used the Grant other than in accordance with the terms of this Agreement;
3. The Funder has reasonable grounds to consider that the information and evidence provided by the Recipient in relation to the Project or the Grant has not been complete and accurate or supplied honestly and in good faith;
4. There is a change to the Project which the Funder reasonably considers to be material and has not agreed to in writing;
5. The Recipient fails to comply with the monitoring and evaluation requirements set out in clause 6;
6. There has been a change to the Recipient's circumstances which the Funder reasonably considers makes (or would have made) a material difference to the Recipient's eligibility for the Grant or the conditions on which it is appropriate to award the Grant; or
7. There is a risk or a genuine belief that there is a risk that reputational damage to the Funder will occur as a result of this Agreement continuing.

Schedule 3

Project Plan and Application

The documents in this Schedule are in the following order:

1. Project Plan – Timeline
2. Project Plan – Financial Breakdown of Items
3. Application

Woodchurch High School Farm: The Good Life Happy Earth Project

Milestone	Completion Date	Action
Completion of Raised Beds construction	12th February	Purchase and liaise with contractor to confirm location of raised beds and ensure disabled accessibility. Arrange for top soil to be delivered.
Purchase resources for workshops	28th February	Buy horticulture tools, pots, soil, work benches plants and external vegetable planters Refreshments
Network with local Environmental network and college	28th February	Liaise with environmental network and Ground works to make use of existing resources and contacts/guest speakers at workshops. Contact colleges to find out relevant courses to encourage further learning.
Advertise Good Life Healthy Earth workshops and volunteering opportunity	28th February	Visit community centres, Dr surgeries, local shops and primary schools and post posters for the courses. Start recruiting participants.
Contact Primary Schools in the Authority	1st March	Get in touch with primary schools to start booking in school groups for eco-workshops
Writing environmental resource workshop materials	5th March	As Project Leader I am also the Farm Manager and a Geography/Environmental Science Teacher. I will design and write the workshop resources.
Printing of workshop resources	12th March	Be ready with all written resources for the workshop participants
Liaise with PSHCE Co-ordinator	31st March	Liaise with PSHCEE co-ordinator to integrate Good Life Healthy Earth resources into KS2 curriculum
Printed Eco Message Signs	31st March	Contact printers to make up a hard message plate with Eco message to accompany the community veg planters to be placed outside school farm
Instillation of external community Vegetable containers	31st March	Community Veg containers attached to exterior of school farm and vegetables/fruit planted up
Good Life Happy Earth Library	23rd April	Workshop members will reuse old furniture/cupboard and up-cycle and decorate it to make a library that will be put out daily outside the farm exterior with planters. The community will be encouraged to contribute and share books to the library. We will also try to up-cycle a bench to go next to the library. Volunteers will be encouraged to adopt this example in other areas.
Advertise to Teachers/Community Leaders for Good Life Healthy Earth Dissemination Day Workshop	31st May	Advertise the Good Life Healthy Earth Programme to Teachers and Community Leaders. This will involve a full day dissemination workshop and resources so that they can go on and deliver the same programme in their area making the project sustainable.
School Groups Visits	2nd July	Primary School Eco activity visits end but Teachers are encouraged to attend the project dissemination workshop.
Recruitment of Good Life Volunteers	27th August	Volunteers will now be trained and operational. Some volunteers will be DBS checked to be able to work with children and continue to work with school farm classes after the project has finished.
Teachers/Community Leaders for Good Life Healthy Earth Dissemination Day Workshop	14th July	Dissemination Day to Teachers and Community Leaders. We anticipate up to 50 participants. They will look at all the aspects of the Good Life Healthy Earth Project to be able to run the project themselves.
The Good Life Healthy Earth Workshops	15th September	Starting 15th March the 4 workshops programme to run over next 5 months on a rolling programme



Community Environment Fund

Project Name:

The Good Life Happy Earth Project

Financial Breakdown of Items

Please do not include in this list items/costs you are purchasing using funds from a match fund.

Item Description	Unit Price (£)	Quantity	Total (£)	Ineligible/Partially Ineligible
6 Raised Beds: clearing area sleepers, top soil and treatment	£ 13,226.00	1	£ 13,226.00	
Wheel Barrows	£ 59.00	3	£ 177.00	
Reusable Gardening Gloves	£ 1.29	15	£ 19.35	
Peat free Compost	£ 6.99	60	£ 419.40	
Beginners Potatoes	£ 14.99	10	£ 149.90	
Rhubarb	£ 11.99	10	£ 119.90	
500g Onion Set	£ 6.99	10	£ 69.90	
Broccoli	£ 0.99	15	£ 14.85	
Mangetout	£ 0.99	25	£ 24.75	
Carrot seeds	£ 2.29	15	£ 34.35	
Rocket	£ 2.49	20	£ 49.80	
Salad	£ 2.99	20	£ 59.80	
Broad Beans	£ 3.69	25	£ 92.25	
Strawberry seeds	£ 3.99	25	£ 99.75	
Fruit Tree orchard collection	£ 59.99	5	£ 299.95	
5 a day Fruit and vegetable collection	£ 52.00	5	£ 260.00	
Weed matting 4m/10m	£ 27.99	6	£ 167.94	
Second Hand tables and benches for workshops	£300.00 estimate		£ 200.00	
Workshop refreshments	£100.00 estimate		£ 50.00	Refreshments ineligible
Photocopying leaflets posters resources - laminated	£200.00 estimate		£ 200.00	
Communications - phone calls etc	£50.00 estimate		£ 50.00	
Printed Eco hard signs	£ 24.99	10	£ 249.90	
Recycled large Planters	£ 65.00	10	£ 650.00	
Teachers Group Leaders Dissemination workshop & Resources & refreshments	£200.00 estimate	1	£ 200.00	
Teacher workshop planning and workshop design time	£25.00 per hour	30	£ 750.00	
Teacher workshop delivery time	£25.00 hour	x 3 hour workshop x 4 weeks x 5 months Total 60 hours	£ 1,500.00	
Teaching Assistant workshop time	£15.00 hour	x 3 hour workshop x 4 weeks x 5 months Total 60 hours	£ 900.00	
			£ -	
			£ -	
			£ -	
Total		321	£ 20,034.79	

LCR Community Environment Fund Final

This report was generated on 02/11/20.
The report has been filtered to show the responses for 'Case=59'.

The following charts are restricted to the top 12 codes. Lists are restricted to the most recent 100 rows.

Do you have permission from the landowner to complete this project? Please select one box only.



Not applicable, the project is not place-based (-)

Do you need/ have planning permission for this project? Please select one box only.



Yes and planning permission has been granted (-)

Yes, planning permission is needed but has not been granted (-)

Has the organisation been established for a year or longer? Please select one box only.



If this application is successful, can you provide 3 months of bank statements? Please select one box only.



**Please choose one of the following:
I am applying for:**



Organisation/ group name/ accountable body:

Woodchurch High School

**Organisation type:
Please select one box only.**



Trustee or nominated person:

Linda Marie Hackett

Address line 1:

Carr Bridge Road

Address line 2:

Woodchurch

Address line 3:

Wirral

Postcode:

CH49 7NG

Contact phone number:

01516775257

Email:

linda.hackett@woodchurchhigh.com

Treasurer:

Sue Rogers

**Is the treasurer's address different to Address line 1: as provided in question Q2d?
Please select one box only.**

No (1)  100%

Yes (-)

Please provide the following details for the treasurer: (Contact phone number:)

01516775257

Please provide the following details for the treasurer: (Email:)

sue.rogers@woodchurchhigh.com

**Are you applying on behalf of or with a community partner?
Please select one box only.**

No (1)  100%

Yes, applying on behalf of a community partner (-)

Yes, applying with a community partner (-)

**Community Partner: Organisation type:
Please select one box only.**

Charity (-)

Social landlord (-)

Community or friends of group (-)

Residents association (-)

Non-profit organisation (-)

School (-)

Local Authority (-)

Other (-)

**Which of the following districts is the project based in?
Please select all that apply.**

Wirral (1)  100%

Halton (-)

Liverpool (-)

Knowsley (-)

Sefton (-)

St Helens (-)

All of the above (-)

**Is the project/s place-based?
Please select one box only.**

Yes (1)  100%

No (-)

Project location/s or address/es:

Woodchurch High School Farm Carr Bridge Road Woodchurch, Wirral, Merseyside CH49 7NG

What is the area score?

Count	Sum	Mean	Sample Standard Deviation	Minimum	Maximum	Range
1	10	10	0	10	10	0

Project title:

The Good Life Happy Earth Project

Please provide an outline of the project.

Multi-generational project involving fun, educational workshops taught on the school farm aimed at how to reduce our carbon footprint. Main focus is reduce food miles by learning to grow your own and buy local. How to compost and save water. Reduce food waste, Plant community help yourself veg pots around the school exterior which are looked after by trained up workshop volunteers. End of project resource sharing workshop for Teacher's and Community Leaders to go on to deliver in their areas.

Why is the project needed?

For too many people in our community life is difficult and being environmentally aware is not a priority. Isolation, loneliness and mental health issues are growing, even more so at this time. People need hope, to feel a sense of achievement, have something to nurture and feel they valued. What this project offers access to the school farm, being around green space and animals. Working with soil on the land and with farm animals is good for the mind, health and well being and it educates.

If applicable, please attach one photo to show why the project is needed. Refer to the guidance notes.

ref:0000000400:Q3d

On the site: are there any protected species that will be affected by the project; any injurious or invasive species that require removal, and how will the ecological value be enhanced by the project?

No

If the project aims to overcome an issue, such as flooding, has an official survey been conducted and does this project implement the recommendations? Where possible, please provide a link to the report.

No

Did you complete a community consultation? Please select one box only.

Yes (1)  100%

No (-)

If yes, please include the results below and how they have been fed back to the community?

I have given presentations about the school farm to five different community groups around the authority. At the end of the presentations I always ask about what the community would like to see offered by the school farm. In addition to a farm community coffee shop they all have said workshops to do with the animals, grow your own and woodland craft workshops, which fits with the environment themes of the project. Evaluation forms from past farm/community workshops state similar feedback.

**Please upload the project plan.
Refer to the guidance notes.**

ref:0000000400:Q3i

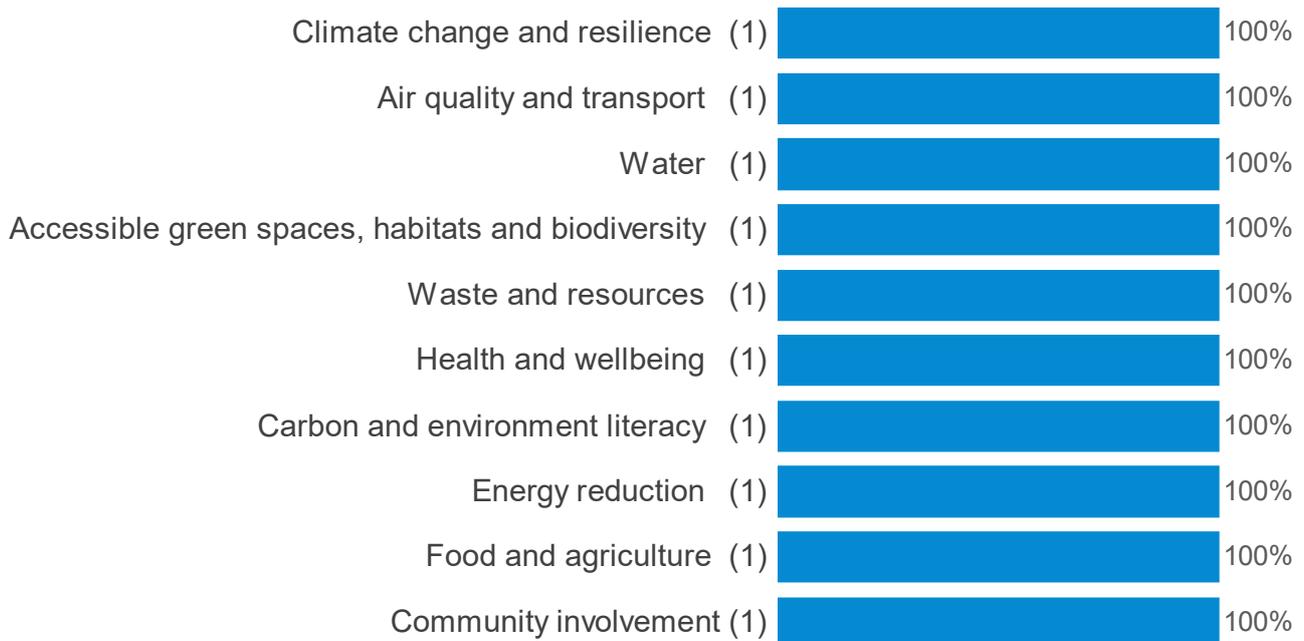
What will be the project's benefits?

The benefits will be instant. Being around the farm will lift people spirits and the environmental learning will begin. They will learn a new skill and knowledge each visit that is within their ability to sustain and pass on, which in turn will have a positive impact on the environment. The community fruit and veg volunteer aspect will help promote civic pride and outdoor activity. The project plan and resources will then be shared with other groups and schools to implement in other areas..

After the project is complete, how will it be maintained?

The Good Life Volunteers will continue to work with the farm using project resources and also have a monthly planning session with the farm. Workshop participants will be encouraged to send in photos of their produce for the farm/project web-page. We have many school groups visiting the farm for activities each year The resources gained through this project will be used to in the environmental activities. Resources will be used in teaching an be incorporated into the schools PSHCEE curriculum.

**Which of the following themes will the project have a positive impact on?
Please select all that apply.**



Please specify how you will measure the impact on these themes and what you expect the project will achieve?

10 people per 4 week workshop programme x 5 months = 50 community members will complete an eco awareness evaluation before and after course to measure impact. Case study feedback from up to 20 community Good Life Volunteers. Pupil Voice evaluation from 280 KS3 children who will receive eco education from this project as part of the PSHCEE curriculum - to run every year. Up to 200 primary school children visit the farm annually - they will take part in eco-activities gained from this project.

How will the project encourage long-term positive behaviour change?

The project aim is to enlighten children and people and open their eyes to eco issues and understand how we can have a better future. It is aimed at getting them to be mindful and think twice about the choices they make. It is the intention for people to want to maintain the feel good factor and - learn how to make the most of their garden, balcony or windowsills and how this knowledge can be built on by encouraging them to continue their learning through links with college community courses

Why is the Community Environment grant needed?

We are passionate about this project. Last year we were voted School Farm of the Year, a national award. We received this for our eco work, curriculum activities and community involvement. We up-cycle and make do and mend everything. We are a self funded facility but our raised beds are 12 yrs old, well used and now dangerous and they are an integral part of our environmental work encouraging grow your own. The children and community would benefit from new raised beds - and future eco workshops.

Please upload one attachment with a breakdown of the items you plan to purchase. Refer to the guidance notes.

ref:0000000400:Q4b

Have you received 3 quotations for any major works?

Yes - we have had three quotes for the raised beds: £18,271.20 / £13,600 / £13,226.00

If you are receiving any match funding towards the project, please state below the amount, who the funding is from and an overview of what the fund will cover.

No

Which month do you expect to claim the funds? (Pre-project claim:)

February 2021

Which month do you expect to claim the funds? (Project completion claim:)

September 2021

If you are applying for more than one Community Environment Fund grant, what is the total amount you are applying for?

Count	Sum	Mean	Sample Standard Deviation	Minimum	Maximum	Range
1	21500	21500	0	21500	21500	0

What are the potential risks and how do you plan on overcoming these risks?

The school has an on site Health & Safety Co-coordinator who I shall work with to write up risk assessments for all the project activities. The school and farm fire and critical incident procedures are in place and will be presented to visitors and workshops participants at the start of every session. Applicants for the workshops will be advised to get a tetanus inoculation before start the course. We will request to be advised of any medical conditions and food allergies from participants. We will also get emergency contact details for all participants. We have three First Aid trained staff on the school farm and there are First Aid boxes in three location on the farm. We also have an equipped First Aid room in the school and a defibrillator. The Farm follows strict DEFRA and Environmental Health guidelines regarding Health & Safety on the farm. Participants will also sign to say they have read and understand the Farm Health & Safety rules. All electrical equipment is PAT tested by school. PPE will be provided when required. Covid 19 Precautions: As our classes are outside in the fresh air there is the opportunity to practice social distancing. Equipment will not be shared. It will be disinfected before and after use. Participants will be required to wash their hands regularly and wear a face visor provided by the school farm.

How has the diversity of the local community been considered and respected to promote equal access to the project benefits for all (for example: disabled, elderly people, different cultures and religions)?

We have a totally inclusive policy and the project is targeted to a multi-generational audience. We will be posting adverts for the course in churches of different religions and in clubs for people of all backgrounds and ages. We will be liaising with local 'Community Connectors' to help us identify unrepresented groups. We have facilities for disabled visitors and workshop participants. Two of the raised beds will be designed for wheel chair users and easy access beds for the elderly.

The CA is committed to developing a thriving city region. To do this, we have a number of targeted areas of focus which includes; reducing poverty, improving life chances, promoting race and gender equality, working towards social justice for all and creating an inclusive economy with good quality jobs for local people.

How will your project contribute towards this?

Implicit within this project is the message that this is just the start of your journey. The workshops will be about inspiring and promoting self worth and a can do attitude. We will have additional info on community and vocational courses that participants can carry on to as well as college information. The skills they learn with us can be built on to work towards working in the field. However, we see ourselves as the first step in improving life chances and wanting a better life for all.

Do you agree to publicly promote the project and the fund, complete an end of project report including photographs and project outcomes, following the project's completion?



I have read and agree to the terms and conditions in the Grant Fund Agreement.



Community Environment Fund Grant Agreement

Final Audit Report

2021-03-03

Created:	2021-02-25
By:	Gareth Burroughes (gareth.burroughes@liverpoolcityregion-ca.gov.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJmrCDoPQol7fQKk6DUL51gE9kpOmqkOH

"Community Environment Fund Grant Agreement" History

-  Document created by Gareth Burroughes (gareth.burroughes@liverpoolcityregion-ca.gov.uk)
2021-02-25 - 9:58:36 AM GMT- IP address: 148.64.26.41
-  Document emailed to Linda Marie Hackett (linda.hackett@woodchurchhigh.com) for signature
2021-02-25 - 10:11:15 AM GMT
-  Email viewed by Linda Marie Hackett (linda.hackett@woodchurchhigh.com)
2021-02-25 - 12:00:36 PM GMT- IP address: 66.249.93.41
-  Email viewed by Linda Marie Hackett (linda.hackett@woodchurchhigh.com)
2021-02-26 - 11:15:36 AM GMT- IP address: 66.249.93.35
-  Email viewed by Linda Marie Hackett (linda.hackett@woodchurchhigh.com)
2021-03-01 - 6:41:35 PM GMT- IP address: 66.249.93.35
-  Document e-signed by Linda Marie Hackett (linda.hackett@woodchurchhigh.com)
Signature Date: 2021-03-01 - 6:42:46 PM GMT - Time Source: server- IP address: 176.27.46.67
-  Document emailed to Jill Coule (jill.coule@liverpoolcityregion-ca.gov.uk) for signature
2021-03-01 - 6:42:48 PM GMT
-  Email viewed by Jill Coule (jill.coule@liverpoolcityregion-ca.gov.uk)
2021-03-03 - 3:23:20 PM GMT- IP address: 148.64.28.117
-  Document e-signed by Jill Coule (jill.coule@liverpoolcityregion-ca.gov.uk)
Signature Date: 2021-03-03 - 3:23:36 PM GMT - Time Source: server- IP address: 148.64.28.117
-  Agreement completed.
2021-03-03 - 3:23:36 PM GMT